



CITY COUNCIL REGULAR SESSION

Monday, June 03, 2024 at 7:00 PM
Council Chambers and YouTube Livestream

Website: www.forestparkga.gov
YouTube: <https://bit.ly/3c28p0A>
Phone Number: (404) 366.4720

FOREST PARK CITY HALL
745 Forest Parkway
Forest Park, GA 30297

The Honorable Mayor Angelyne Butler, MPA

The Honorable Kimberly James

The Honorable Hector Gutierrez

The Honorable Allan Mears

The Honorable Dabouze Antoine

The Honorable Latresa Akins-Wells

Ricky L. Clark Jr, City Manager

Randi Rainey, City Clerk

Danielle Matricardi, City Attorney

AGENDA

VIRTUAL MEETING NOTICE

To watch the meeting via YouTube - <https://bit.ly/3c28p0A>

The Council Meetings will be livestreamed and available on the City's

YouTube page - "*City of Forest Park GA*"

CALL TO ORDER/WELCOME:

INVOCATION/PLEDGE:

ROLL CALL - CITY CLERK:

ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS:

APPROVAL OF MINUTES:

- 1. Council Approval of Council Work Session and Regular Meeting Minutes from May 20, 2024 - City Clerk**

PUBLIC COMMENTS: (All Speakers will have 3 Minutes)

CITY MANAGER'S REPORT

CEREMONIAL

Proclamation: Recognizing Municipal Court Clerks Week, June 10-14, 2024-Municipal Court Department

Background/History: Governor Brian Kemp proclaimed and recognized the week of June 10-14, 2024, as Municipal Court Clerks Week. This is a special time to celebrate and honor the invaluable contributions of municipal court clerks. This recognition highlights the importance of the work that each of us does everyday in serving our communities with dedication and professionalism. The court is an extension of public safety, and clerks work just as hard to help improve the safety and quality of life in the community.

PUBLIC HEARINGS:

- [2.](#) **Council Approval of Case # RZ-2024-01- Rezone request for 0 Ferguson Ct. from RS to RM-**
Planning and Community Development Department
- [3.](#) **Council Approval of Case # TA-2024-03 – Text Amendment to increase the number of units per acre by way of a Conditional Use Permit (CUP)-**Planning and Community Development Department

NEW BUSINESS:

- [4.](#) **Council Approval of Nutanix Software and Support Renewal –** IT Department
- [5.](#) **Council Approval of an Active Directory Rebuild –** IT Department
- [6.](#) **Council Approval of a Task Order for Precision Planning Inc. to perform General Contractor Procurement and Contract Administration for the Rite Aid Renovation (Grapevine) Project-**Planning and Community Development Department

CLOSING COMMENTS BY GOVERNING BODY:

EXECUTIVE SESSION: (When an Executive Session is required, one will be called for the following issues: Personnel, Litigation or Real Estate)

ADJOURNMENT:

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 404-366-4720.

File Attachments for Item:

- 1. Council Approval of Council Work Session and Regular Meeting Minutes from May 20, 2024 - City Clerk**



CITY COUNCIL WORK SESSION

Monday, May 20, 2024 at 6:00 PM
Council Chambers and YouTube Livestream

Website: www.forestparkga.gov
YouTube: <https://bit.ly/3c28p0A>
Phone Number: (404) 366.4720

FOREST PARK CITY HALL
745 Forest Parkway
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The Honorable Mayor Angelyne Butler, MPA

The Honorable Kimberly James
The Honorable Hector Gutierrez
The Honorable Allan Mears

The Honorable Dabouze Antoine
The Honorable Latresa Akins-Wells

Ricky L. Clark Jr, City Manager
Randi Rainey, City Clerk
Danielle Matricardi, City Attorney

DRAFT MINUTES

VIRTUAL NOTICE

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CALL TO ORDER/WELCOME: Mayor Butler called the meeting to order at 6:00 P.M.

ROLL CALL - CITY CLERK: A quorum was established.

Attendee's Name	Title	Absent	Present
Angelyne Butler, MPA	Mayor, At-Large		✓
Kimberly James	Council Member, Ward 1		✓
Dabouze Antoine	Council Member, Ward 2		✓
Hector Gutierrez	Council Member, Ward 3		✓
Latresa Akins-Wells	Council Member, Ward 4- arrived at 6:02 p.m		✓
Allan Mears	Council Member, Ward 5		✓

John Wiggins, Finance Director; Jeremi Patterson, Deputy Finance Director; James Shelby, Interim Director of Planning & Community Development; Shalonda Brown, HR Director; Diane Lewis, Deputy HR Director; Bobby Jinks, Public Works Director; Nigel Watley; Deputy Public Works Director; Geoff May, Deputy Fire Chief; Rodney Virgil,

Level 2 Support Engineer; Pauline Warrior, Senior Management Analyst; Javon Lloyd, PIO; Derry Walker, Code Enforcement Director; Tarik Maxwell, Rec and Lesure Director; Rochelle Dennis, Interim Economic Director; Authur Geeter, Procurement; Talisa Clark, Procurement; Brandon Criss, Police Chief; Dorothy Roper-Jackson, Court Director and Danielle Matricardi, City Attorney.

ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS:

It was moved to amend the agenda to delete Item #1- Council Discussion and Approval to purchase a 2024 Chevy Tahoe from Jim Ellis Chevrolet for the Code Enforcement Department in the amount of \$68,939.00 and to hold Items #'s 10 and 11 as Public Hearings.

Motion made by Councilmember James, Seconded by Councilmember Antoine.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, and Councilmember Mears.

NEW BUSINESS:

1. **Council Discussion and Approval to purchase a 2024 Chevy Tahoe from Jim Ellis Chevrolet for the Code Enforcement Department in the amount of \$68,939.00**-Code Enforcement Department

Background/History:

The Code Enforcement Department is seeking approval to add an additional vehicle to the fleet. With the hiring of a Code Enforcement Supervisor, there will be the need for an additional vehicle. The Director currently drives the supervisor's vehicle. It is essential that the Director has a vehicle to perform the work duties of the job. The department would like to stay compatible with the other Director's vehicles, which are Chevrolet Tahoes. I have enclosed (3) quotes. The 2024 Chevy Tahoe from Jim Ellis Chevrolet quote of \$68,939.00, which includes the strobe lights in the grill and bumper, is the preferred choice and the lowest quote.

This Item was removed from the agenda.

2. **Council Discussion Approval of a Telework Policy**-Executive Offices

Background/History:

The Leaf Life initiative, which has been proposed by Mayor Butler and subsequently approved by the Council, is a comprehensive effort aimed at addressing various aspects of employee well-being. One of the key recommendations from this initiative is the telework provision, which has emerged as a popular trend among many organizations worldwide.

Telework, also known as remote work, allows employees to work from an alternative location while adhering to the same job requirements and terms as the central workplace. This provision offers a unique opportunity to utilize telework as a human capital management tool, providing employees with more flexibility and autonomy in their work.

However, it is important to note that while many of the City's services are typically provided in City office facilities that require employee presence, department directors have been given the authority to designate qualified employees for telework or alternative work arrangements. The City Manager has worked closely with all user departments to ensure that if a telework option for applicable, non-essential employees is approved, the delivery of our services and our commitment to our citizenry will remain uncompromised.

The City Manager has also established security measures and guidelines to protect sensitive information and ensure data privacy.

In addition, implementing telework requires using several technological tools, such as Asana, ADP, and Microsoft Teams, which are already implemented and utilized by applicable employees to ensure smooth workflow and accountability. These tools allow for effective communication and collaboration among team members regardless of their physical location.

The telework provision is a promising initiative that can attract, recruit, and retain top talent. It also offers numerous benefits to employees, such as reduced travel time and expenses, increased productivity, and improved work-life balance. The accompanying policy and agreement have been appended for review by the governing body, and it is recommended that careful consideration be given to this initiative to ensure its effective implementation and success. The City Manager anticipates executing this initiative on a date that will be determined in the 3rd quarter of 2024.

Mr. Clark, City Manager- Noted that he has gone through two different iterations of employee surveys in which the employees have voiced their excitement about having the option to telework. Mr. Clark said that he directed all department head directors to send a telework schedule and an implementation plan for their department, including creating an agreement for teleworking.

Mr. Clark, City Manager- stated that staff have been working with the IT Department to ensure all the tools necessary for teleworking are in place, like using a global task management system like Asana and answering phone calls using VoIP. Mr. Clark also mentioned that the number of teleworking days would not exceed two (2) days.

Mr. Clark, City Manager- expressed all departments would not participate in teleworking, and some departments decided to work 10 hours/4 days a week.

3. **Council Discussion and Approval of a Consent Agenda Introduction–Executive Offices**

Background/History:

One of the best-kept secrets of efficient boards and assemblies is the consent agenda, also known as the consent calendar. Contrary to popular myth, Robert's Rules of Order Newly Revised does not require that every single item be handled with the full pomp and circumstance of a motion, second, debate, and vote. Some decisions are either routine or are so widely supported that approval a separate would be inefficient.

Staff is recommending by adoption of a special rule of order allowing for the consent agenda process. This means that the Council can group as many items together as they desired, and adopt them all at once without debate. The consent agenda can be a powerful tool for a council that is required to give approvals to items that are routine, non-controversial, or both. The secret of the consent agenda's success is twofold: choosing the right items to put on the consent agenda and educating members so they know how to handle the process. If either piece is missing, the consent agenda loses its effectiveness.

Here's how a typical consent agenda is handled: The chair places the consent agenda before the City Council and asks, "Does anyone wish to remove any item from the consent agenda?" Since any member who doesn't trust the process can easily remove any or all of the items, it is important (at least at first) that the items are not be confrontational or controversial. Similarly, if any member wants a separate vote on any item, or wants to discuss an item, that item must be removed from the consent agenda. It's all or

nothing. (For that reason, when minutes are to be placed on a consent agenda, it's a good idea to provide the draft minutes well before the meeting; that way, you can include the corrected version on the consent agenda.)

It helps to have each item numbered so a member can call out "Number 3" or whatever number they want to remove. In such a case, the chair responds: "Number 3 is removed." (At that time, the decision should be made whether to take up the issue immediately after the consent agenda is adopted or to place it under its "regular" category heading for that meeting.)

The chair then asks, "Are there any other items to be removed?" If there are none, the chair states: "Items numbered (listing remaining item numbers) are before you. If there is no objection, these items will be adopted." (Pause to see if there is an objection.) "There being no objection, by "whatever the vote is" the consent agenda is approved." A consent agenda can empower our Council to take care of routine issues efficiently and easily so you can reserve time for more urgent matters – and make faster progress toward your goals.

Mr. Clark, City Manager- Noted that staff are trying to streamline the agenda process by implementing the consent agenda, which requires one vote on items under the consent agenda.

Comments/Discussion from Governing Body:

Councilmember James Noted- that the timeline in which the council receives their books to review agenda items should be considerable and should give enough time for them to read through the agenda items. Mr. Clark expressed that the council receives a draft agenda before the approved agenda goes out for publication.

Councilmember James- stated that if an agenda item's deadline is not met before the due date, it should be added to the next meeting.

Councilmember Akins-Wells- agreed with Councilmember James and suggested allowing staff to start working on the next agenda right after a meeting has ended. Councilmember Akins-Wells also mentioned that all the reading of each agenda item adds to lengthy meetings.

4. Council Discussion and Approval on the Employee Benefit's Renewal for Fiscal Year 2024-2025 – Executive Offices

Background/History:

The City's Employee Benefits Program renews annually on July 1st. Our current Medical, Dental, and Vision Insurance Carrier is Cigna. As you know, the City recently hired MSI Benefits Group as its new Insurance Broker following an RFQ for Employee Benefits Brokerage Services. MSI worked directly with Cigna to obtain a competitive renewal offer. The underwriting workup called for a 17% increase. Cigna released the initial renewal at +9% with a verbal non-marketing offer of +7%. The City Manager, HR Director, Deputy Director of HR, and MSI reviewed these options. The team agreed that if Cigna lowered the increase to +4% with additional wellness dollars, this would be the recommended option presented to the Mayor and Council for approval.

John Legit, MSI Benefits Group Representative, gave a brief presentation and Noted that Cigna offered 7% and, after negotiations, was able to negotiate down to 4%. Mr. Legit stated there would be no changes

to the three (3) plans provided to employees; the Health Reimbursement Arrangement (HRA) would stay intact, and there were no changes to the plan design.

Councilmember Gutierrez- inquired if the deductible would stay at \$1,500. Mr. Legit stated that the deductible is \$1,000 for the middle plan; he also mentioned that the \$1,500 deductible is for family, which is \$500 per individual and depends on the employee's plan.

Mr. Legit- Noted changes that will take place within Cigna, including their Health and Wellness program, which is currently with Motivate Me and will be moving over to Virgin Pulse; he also Noted that the recommended incentive option is Option 3. Mr. Legit expressed that Virgin Pulse is similar to Motivate Me and will allow employees to earn pulse cash dollars based on doing healthy things like biometric screenings and going to the doctor for preventative care exams. Mr. Legit Noted additions would include biometric outcomes, telephonic coaching, and the Cigna dental goal; he also Noted employees can earn points, which they can earn up to \$400/year. Mr. Legit stated the current wellness fund for the city is \$20,000 and has been increased to \$30,000, which would allow the city to reward employees using that funding line. Mr. Legit Noted that dental and vision did not change, there was a rate lock, and the life insurance would remain \$20,000 for employees.

Mr. Legit- Noted that the Health Reimbursement Arrangement is currently through MedCom and recommends changing it to Admin America. This would allow employees to sign up for a Flexible Spending Account (FSA) in which they could contribute up to \$3,200, with a recommended set minimum of \$250 coming out of their paychecks throughout the year, and is tax-free. The money would be placed on a debit card for doctor visits, bills, and pharmacy uses. Mr. Legit also Noted that the dependent care account (DCA) would be included, which allows the employee to pay for childcare.

Mr. Legit- stated the recommended option would be to renew medical, dental, and vision insurance with Cigna with no changes to the plans or employee costs. Basic life and AD&D insurance with Lincoln Financial will also be renewed with no changes. The HRA administrators would be changed from MedCom to AdminAmerica, and FSA/DCA would be offered to all employees.

Comments/Discussion from Governing Body:

Councilmember Gutierrez- inquired about having a sick bank. Mr. Clark Noted that the Human Resources Department has requested employees donate some of their time to other employees in need.

Councilmember Mears- inquired about hiring additional staff. Mr. Clark Noted that MSI Benefits will handle most of the tasks the HR department would handle.

5. **Council Discussion and Approval on Establishing the City of Forest Park as a Purple Heart City- Executive Offices**

Background/History:

The Purple Heart is a military decoration awarded to members of the armed forces who are wounded or killed in action. Designating a city as a Purple Heart City allows communities to express gratitude and support for veterans and their families.

Comments/Discussion from Governing Body:

Councilmember James- Noted seeing a lot of veterans present and thanked them for their services.

Councilmember Antoine-Thank the veterans for their services.

Councilmember Gutierrez- Noted that he is proud the city is becoming a purple heart city.

Councilmember Akins-Wells- Thanked everyone for being present.

Councilmember Mears- Thanked everyone for all that they did.

Mayor Butler- Noted presenting a proclamation at the regular session meeting for the veterans.

6. **Council Discussion and Approval of an Employee Assistance Program (EAP)**–Executive Offices

Background/History:

The Leaf Life initiative, championed by Mayor Butler and subsequently approved by the Council, aims to address the issue of mental health crises faced by employees. To that end, two employee assistance programs are being introduced to provide wrap-around services that can help employees navigate the complexities of such crises.

It is a well-known fact that stress is a common experience for many employees and business owners. Over 26% of business and HR leaders report being extremely or very stressed. This number increases to 35% of leaders from companies with 250 to 500 employees. In light of this, the city of Forest Park conducted a survey of its employees, which revealed that over half of them expressed concern about their mental health.

In response to these concerns, we are proposing the enlistment of two new providers for EAP services in the city. These providers, One Source Counseling and Tuck Holdings Therapy & Crisis Counseling Services, have been carefully selected to meet the unique needs of the city's employees.

One Source Counseling is an independent family-owned Limited Liability Corporation that specializes in catering to small to medium sized organizations and businesses. They have a network of clinicians throughout Georgia, and their services are streamlined to respond quickly and efficiently to employee needs. The organization has, in the past, provided services to our Fire Department through grant funding, and they have received very positive feedback from the fire personnel.

Tuck Holding Therapy and Crisis Counseling Services, on the other hand, is an independent company that prioritizes the well-being of city workers, recognizing the stresses and challenges inherent to municipal work. They provide comprehensive therapy services that are easily accessible to employees. Currently, Dr. Tuck provides chaplaincy services to our Police Department.

If approved, all city employees would have access to either service based on their preference. Both services charge a fee between \$90 and \$95 per hour. We recommend that both services be approved to provide the necessary support for the mental health of our employees. By doing so, we will be taking a significant step towards creating a healthier, more productive work environment. Staff recommends the approval of both agreements.

Comments/Discussion from Governing Body:

Councilmember James- inquired if employees can use any mental health provider or the ones issued by the city. Mr. Clark Noted that to receive the benefits of the city paying for it, employees would have to

use the two approved vendors. Ms. Brown, HR Director, included the city does have a program through Cigna that the employees could utilize by using Telemed or through empowerment.

Councilmember Akins-Wells- inquired about the rate and Noted it was too low. Mr. Clark pointed out that he was the one who cut the rate.

7. **Council Discussion and Approval of Board Appointments–Executive Offices**

Background/History:

Throughout the course of the year, various board appointments come up. Staff is seeking direction on the following board appointments:

1 – Planning Commission (Appointee to fill the **unexpired term of Andy Porter**. Said term to expire March 7, 2026.)

2 – Urban Design Review Board (Appointee to fill the **unexpired term of Leonardo Penalzoa**. Said term to expire March 7, 2025).

3 – Downtown Development Authority (**Eric Stallings** to be reappointed to the Downtown Development Authority for a term to expire. The old term expired on April 30, 2024. New Term to Expire April 30, 2028).

This item will be discussed during the Executive Session meeting.

8. **Council Discussion and Approval of the Municipal Court Fines and Fees Schedule-Municipal Court Department**

Background/History: City of Forest Park Municipal Court fines and fees schedule. All offenses listed on the fines and fees schedule are derived from all traffic, misdemeanor, and city ordinances that fall within the jurisdiction of the City of Forest Park. Fines and fees are updated by judges within their jurisdiction every two (2) years.

Dorothy Roper-Jackson, Court Administrator- Noted that the fine and fee schedule derives from the official code of Georgia under Title 40-Motor Vehicles and Traffic; she also stated that once a fee is set, the judge over that jurisdiction cannot go under or over the set fee. Ms. Roper-Jackson also Noted completing a survey with surrounding jurisdictions to set the fees for the city. Ms. Roper-Jackson stated that the fine and fees are sent to the Georgia Superior Court Clerk, Peace Officers Immunity and benefits, and the Counterdrug, a.k.a. the city and local victims.

Comments/Discussion from Governing Body:

Councilmember James- inquired about the difference between cash and security. Ms. Roper-Jackson stated the cash amount is the fine amount, and if the arrestee decides to use a bonding company to bond out, the bond amount will be doubled, and the city has no control over the bonding company.

9. **Council Discussion and Approval of a Task Order for Falcon Design to assist the City of Forest Park with Bid Assistance and Construction Administration for Park Signs-Planning and Community Development Department**

Background/History:

The City proposes installing new monument signs at City Parks to reflect updated branding. The design for the signs is similar to the City's Gateway signs completed by Precision Planning, Inc. PPI. Falcon will assist the City with construction administration and bid assistance based on construction documents provided by PPI.

James Shelby, Interim PCD Director- Noted that the task order will assist with the bid assistance and the construction administration of park signs. Mr. Shelby also Noted presenting this item two meetings ago and pointed out that the only thing missing was ensuring each sign had the ward number.

10. **Council Discussion and Approval of Case # CUP-2024-01- Conditional Use Permit-**Planning and Community Development Department

Background/History:

The applicant is requesting approval for a Conditional use permit to own and operate a daycare center within the Single-Family Residential District (RS). **Per Sec 8-8-28. - Single family residential district (RS), Pre-k facilities and daycare centers require a conditional use permit to operate within the Single-Family Residential District.** This item was initially scheduled to be heard by the Planning Commission on March 21, 2024, but was deferred to April 18, 2024, due to the lack of quorum at the Planning Commission meeting. On April 18, 2024, The Planning Commission voted to approve the Conditional Use Permit Request. The proposed location has been granted a conditional use permit in the past to operate a daycare center, but due to a change of ownership and business name, the ordinance requires that any new applicant reapply for a Conditional Use Permit. If the Mayor and Council approve the Conditional Use Permit Request, the applicant will move forward with her business plans to own and operate a childcare facility for children ages 6 weeks of age to 12 years of age.

James Shelby, Interim PCD Director- Noted that the conditional use permit is based on the city's ordinance, which states that a conditional use permit is required anytime there is a change of ownership or a business name change. Mr. Shelby also Noted the planning commission board approved the conditional use permit on April 18, 2024.

11. **Council Discussion and Approval of Case # TA-2024-02 – Text Amendment-**Planning and Community Development Department

Background/History:

With a review of event centers and places of assembly, The City of Forest Park issued a 180-day moratorium on October 2, 2023, which prevented zoning verification applications and other applications for such businesses from being accepted until an amendment was approved. On April 18, 2024, The City of Forest Park Planning commission voted to approve Case # TA-2024-02 – Text Amendment to clarify and revise certain provisions relating to event centers and similar places of assembly in Article A.- General Provisions, Sec. 8-8-4. - Definitions of the City of Forest Park Code of Ordinances to amend such section (D) adding event centers to definitions, Article B. – Zoning Districts, Overlay Districts, and Design Guidelines Established, Section 8-8-40 General Commercial District (GC), to amend such section and terminate the permitted use of Theaters, assembly halls, concert hall, or similar places of assembly when conducted completely within enclosed building in the permitted Retail and Business Uses section and only maintain places of assembly and event centers being permitted as a conditional Use, and Article C. – Development and Use Standards, Section 8-8-84. Limitations on Certain Businesses of the City of

Forest Park Code of Ordinances to amend such section (g) spacing and add Subsection (11) Event Centers, within Chapter 8 (Zoning) of the Code of Ordinances of the City of Forest Park. By Mayor and Council approving this text amendment, The Planning & Community development department will be able to lift the moratorium and authorize such business uses within the guidelines of the City of Forest Park Zoning Ordinance moving forward.

James Shelby, Interim PCD Director- noted that the text amendment would clarify an event center, remove event centers, theatres, and assembly halls as permitted uses, and give more control over what happens at that site by being a conditional use permit.

Comments/Discussion from Governing Body:

Councilwoman James- inquired about the event centers already in existence or someone trying to hold an event. Mr. Shelby Noted that the existing event centers would be grandfathered in, and if someone is trying to come to hold an event, they would need a conditional use permit.

Councilmember James- inquired if the conditional use permit would need to be renewed multiple times. Mr. Shelby Noted that the permit would be used for the entirety of the building unless it is sold, or the ownership has changed.

Councilmember Gutierrez- inquired if it is common with other municipalities and noted having a problem getting a permit for every celebration. Mr. Shelby noted that a conditional use permit would not be used for celebrations but more so for zoning matters. Mr. Clark clarified that it would not be an event, but an actual business designed to hold events.

12. **Council Discussion and Approval to recognize the Forest Park Police E-911 Operators as First Responders**-Police Department

Background/History:

Forest Park Police 911 Communication Operators are dedicated professionals who work around the clock every day of the year. The Communications Department comprises twelve (12) operators and a manager, each assigned to one of four shifts.

It is important to recognize our 911 operators as first responders due to their crucial role in emergencies. These professionals are often the first point of contact in times of crisis, providing critical assistance, guidance, and support to callers until help arrives. They must remain calm under pressure, assess the situation quickly, and dispatch the appropriate emergency services.

Designating 911 operators as first responders will help raise awareness of their demanding jobs and highlight their vital role in public safety.

Acknowledging our 911 operators as first responders would be a positive step towards recognizing their critical contributions to saving lives and ensuring public safety.

Chief Criss- expressed his desire to recognize the city's 911 operators as first responders who allow police and fire to do their jobs effectively and efficiently.

13. **Council Discussion and Approval to Transfer a Service Weapon-** Police Department

Background/History:

Pursuant to the hire incentive approved by Mayor and Council, an employee who has reached twenty-five (25) years of service is privy to his/her own service weapon.

The Forest Park Police Department requests the transfer of a Glock 22 Gen 4, 40-caliber (Serial# WXW156) to George T. Orr Jr. who retired on 01/31/2020 with thirty-three (33) years of service to the department. There is no cost associated with this transfer.

Chief Criss- Noted that this was a transfer of a service weapon after servicing the city. Chief Criss also Noted that this was approved by the previous administration, but the actual transfer was never completed.

Comments/Discussion from Governing Body:

Councilmember Mears- inquired if this is something that will continue on an ongoing basis. Chief Criss Noted yes and explained that the previous legislation allows a transfer for anyone who has served the city for over twenty (20) years or more.

Mayor Butler- Noted that she remembers it being approved and is surprised it has not occurred. Chief Criss Noted that he was contacted and informed by the employee it was never executed, and he has no records of it being executed; he also Noted he would do additional research to ensure it was not completed.

14. **Council Discussion and Approval to award Omega Pest Solutions for Citywide Pest Control-**
Procurement Department

Background/History:

The Procurement Department is seeking Council approval to award Omega Pest Solutions for citywide pest control services.

In an effort to centralize some of our professional services throughout the City. The City of Forest Park initiated a competitive bidding process for citywide pest control services on March 14th, 2024. Following a thorough evaluation, the Procurement Department is recommending the award of the contract to Omega Pest Solutions.

Background:

Three companies submitted bids for the pest control services contract.

Power House Termite and Pest Control, Inc- \$20,400 per year

Orkin, LLC- \$16,327.56 per year

Omega Pest Solution- \$5,940 per year

Omega Pest Solutions emerged as the lowest bidder meeting all necessary licensing and certification requirements.

The proposed contract is for a term of one year, with provisions for evaluation and potential renewal for up to two additional one-year terms.

Omega Pest Solutions will provide on-site pest control services on a monthly basis, as well as rodent removal as needed, servicing a total of 17 buildings throughout the city.

Financial Implications:

The monthly cost for services provided by Omega Pest Solutions is \$495.00 per month, resulting in a yearly cost of \$5,940.

Costs will be appropriated and paid monthly by each department under their Professional Services line-item budget.

Mr. Geeter, Procurement- Noted that there were three (3) competitors. Omega Pest Solutions was the lowest bidder, and it had good references.

Mr. Clark- Noted that staff is centralizing things and saving money; he also Noted that the company is minority-owned, and the city is considering a one-year period to evaluate whether the company will work out.

Comments/Discussion from Governing Body:

Councilmember Akins-Wells expressed hope that the city will get what it needs, given the low cost. Mr. Clark Noted that he shared the same sentiment and wanted to meet with the company; he also Noted that they are well-qualified and included some of the public works employees who can get certified to work in-house.

Councilmember Mears- Noted liking the idea of training employees to retrieve their chemical licenses and saving the city money. Mr. Jinks included some employees who have the book and have been studying to take the state test.

Councilmember Akins-Wells inquired if the employees who receive the certification will receive a pay increase. Mr. Clark Noted he would rather pay the employee for the certification and do it in-house.

15. **Council Discussion and Approval of Designating Public Works as First Responders**-Public Works Department

Background/History:

The Public Works Department seeks Council approval to recognize and designate Public Works as First Responders. This designation is in alignment with the national observance of National Public Works Week, celebrated annually from May 19th to May 25th.

Background:

President George W. Bush issued Presidential Policy Directive 8 (PPD-8) in 2003, officially recognizing public works as first responders.

In 2010, Mississippi, under House Bill (HB) 664, recognized public works professionals as first responders.

The APWA Board of Directors approved the adoption of a national "Public Works First Responder" symbol for use throughout North America in 2017.

The US Senate passed Senate Concurrent Resolution 15 (S.Con.Res.15) in 2019, expressing support for the designation of October 28, 2019, as Honoring the Nation's First Responders Day, with public works specifically included.

In 2022, New Hampshire Governor Chris Sununu signed into law SB325, formally recognizing public works employees as first responders.

Public works professionals are often referred to as "the silent arm of public safety," providing vital support to emergency response partners and helping protect and restore essential services following emergencies.

The National Incident Management System (NIMS) lists public works alongside police, fire, and public health as essential components of emergency response.

Public works professionals are often the first on the scene and the last to leave during disasters, providing critical support to other first responders. This designation would serve as an invaluable morale boost for Public Works staff and reaffirm their commitment to serving the community. Recognizing Public Works as First Responders does not diminish the heroic acts of law enforcement or fire departments but acknowledges the specialized support Public Works provides, such as maintaining clear and safe roadways during emergency situations.

Mr. Jinks- Noted since 9-11, everyone has seen the role that public works play, and allowing those employees to become first responders would boost morale.

Comments/Discussion from Governing Body:

Councilmember Akins-Wells- expressed that she believes public works employees are first responders and thanked staff for bringing this forward. Mr. Clark Noted he does not want to take all the credit because all the council members have brought it to his attention.

16. Council Discussion and Approval on a Five (5) Stall Portable Restroom for city events in the amount of \$20,250.00-Recreation and Leisure Department

Background/History: The City of Forest Park hosts various special events for the community within Starr Park throughout the year. With each event, the need for accessible restrooms grows. To meet that need, the Recreation & Leisure Services Department is looking to rent a 5-stall portable restroom through CleanSpace, which is the local Forest Park business. These five (5) Stall Portable Restrooms will be used for 15 upcoming city events for a total of \$20,250.00. We request to have this amount budgeted for the upcoming fiscal year 2024-2025.

Mrs. Adams- Noted the rec and leisure department was purchasing on an as-needed basis for events; procurement has worked with them to look at the cost efficiency of possibly purchasing the city's own five-stall restroom, which was more expensive due to the upkeep and maintenance. Mrs. Adams stated that the staff decided to stay with the portable rentals and use them for events already identified. Mrs. Adams also stated that the staff completed online market research and has chosen a local business that provides stalls and a discount to secure yearly.

Mr. Maxwell- noted the events roughly have over 400 people, but only three (3) restrooms are in use, and staff are looking to increase the number of restrooms.

Comments/Discussion from Governing Body:

Councilmember James- inquired if this will be looked into while the new facility is being built. Mr. Clark noted that the city center and gymnasium would be open to the public.

Mr. Clark- inquired about the selection of what events will have the portable stalls and wanted to be consistent across the board.

Councilmember Akins-Wells inquired if the city could build its own bathroom for the cost of renting portable restrooms. Mrs. Adams Noted that it costs \$68,000 to purchase, with an additional \$11,000 for the upkeep and removal of waste, and the staff cannot maintain that. Mr. Maxwell Noted most events are seven (7) hours or longer.

Councilmember Mears- Noted to make sure that is a part of the planning for the new park.

17. **Council Discussion and Approval on Senior Center Floor Repairs-**Recreation and Leisure Department

Background/History: The Recreation & Leisure Services Department is looking to repair the damage to the floor of the Multipurpose Room in the Senior Center building. We have received three quotes to complete the repairs from three different contractors. The quotes are as follows: SmiFam LLC: \$34,139.60 ATL Home Renovations, LLC: \$32,850.24 Hopkins Renovation And Design: \$31,750 The original lowest quote provided through Hopkins Renovation And Design has decreased from \$31,750.00 to \$20,300.00 due to the Department covering the cost of materials needed using the Home Depot account. Based on the quoted amount provided, the Department has chosen to go with Hopkins Renovation And Design to complete the repairs. Funding Source: Capital Outlay 300-41-6110-54-2503.

Mrs. Adams Noted receiving three (3) quotes; the lowest responsive bidder was selected along with reference checks. Mrs. Adams included that this would allow the city to purchase the materials needed to complete the project at a lower cost than the vendor going out and making the purchases.

ADJOURNMENT:

It was moved to adjourn the meeting at 7:12 p.m.

Motion made by Councilmember Antoine, Seconded by Councilmember James.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears.

EXECUTIVE SESSION: (When an Executive Session is required, one will be called for the following issues: Personnel, Litigation, or Real Estate).

In compliance with the Americans with Disabilities Act, those requiring accommodation for meetings should notify the City Clerk's Office at 404-366-4720 at least 24 hours before the meeting.



CITY COUNCIL REGULAR SESSION

Monday, May 20, 2024 at 7:00 PM
 Council Chambers and YouTube Livestream

Website: www.forestparkga.gov
YouTube: <https://bit.ly/3c28p0A>
Phone Number: (404) 366.4720

FOREST PARK CITY HALL
 745 Forest Parkway
 Forest Park, GA 30297

The Honorable Mayor Angelyne Butler, MPA

The Honorable Kimberly James
 The Honorable Hector Gutierrez
 The Honorable Allan Mears

The Honorable Dabouze Antoine
 The Honorable Latresa Akins-Wells

Ricky L. Clark Jr, City Manager
 Randi Rainey, City Clerk
 Danielle Matricardi, City Attorney

DRAFT ACTION MINUTES

CALL TO ORDER/WELCOME: Mayor Butler called the meeting to order at 7:01 p.m.

INVOCATION/PLEDGE: The invocation and pledge were led by Dr. Beeler.

ROLL CALL - CITY CLERK: A quorum was established.

Attendee's Name	Title	Absent	Present
Angelyne Butler, MPA	Mayor, At-Large		✓
Kimberly James	Council Member, Ward 1		✓
Dabouze Antoine	Council Member, Ward 2		✓
Hector Gutierrez	Council Member, Ward 3		✓
Latresa Akins-Wells	Council Member, Ward 4		✓
Allan Mears	Council Member, Ward 5		✓

John Wiggins, Finance Director; Jeremi Patterson, Deputy Finance Director; James Shelby, Interim Director of Planning & Community Development; Shalonda Brown, HR Director; Diane Lewis, Deputy HR Director; Bobby Jinks, Public Works Director; Nigel Watley; Deputy Public Works Director; Fire Chief Latosha Clemons; Deputy Fire Chief David Halcomb; Geoff May; Fire Department, Rodney Virgil, Level 2 Support Engineer; Pauline Warrior, Senior Management Analyst; Javon Lloyd, PIO; Kwame Marshall, Media Specialist; Derry Walker, Code Enforcement Director; Tarik Maxwell, Rec and Lesure Director; Rochelle Dennis, Interim Economic Director; Authur Geeter, Procurement; Talisa Clark, Procurement; Brandon Criss, Police Dept.; Dorothy Roper-Jackson, Court Director, Talisa Adams Purchasing; and Danielle Matricardi, City Attorney.

ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS:

It was moved to approve the agenda with the deletion of item # 4, to move #8 up to #1, and to have a Public Hearing for items #13 & #14.

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

APPROVAL OF MINUTES:**Council Approval of Special Called Meeting from May 1, 2024, and the Council Work Session and Regular Meeting Minutes from May 6, 2024- City Clerk**

It was moved to approve Council Work Session and Regular Meeting Minutes from May 6, 2024

Motion made by Councilmember Antione, Seconded by Councilmember Mears

Voting Yea: Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

Abstain: Councilmember James

PUBLIC COMMENTS: (All Speakers will have 3 Minutes)

There were no public comments.

CITY MANAGER'S REPORT**1. Council Approval on Establishing the City of Forest Park as a Purple Heart City-Executive Office**

It was moved to approve the City of Forest Park as a Purple Heart City.

Motion made by Councilmember Antione, Seconded by Councilmember James

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

A proclamation was presented, and the mayor and council took pictures.

The City of Forest Park was presented with a certificate recognizing it as a Purple Heart City.

CEREMONIAL:

Proclamation in recognition of National Public Works Week-May 19-25, 2024-Legislative Offices

Background/History:

National Public Works Week is an annual event typically observed during the third week of May. It is dedicated to recognizing and celebrating the contributions of public works professionals and the importance of public works infrastructure in communities. The week serves as an opportunity to acknowledge the hard work and dedication of public works professionals who play a vital role in maintaining and improving the quality of life in cities, towns, and municipalities across the country. It also highlights the significance of investing in infrastructure to ensure the safety, health, and well-being of residents.

The Mayor and Council took pictures.

Key to the City and Proclamation recognizing Sania Nicole Feagin for winning the 2024 NCAA Women's Basketball National Championship Tournament- Legislative Offices (Sponsored by Councilwoman Akins-Wells, Ward 4)

Background/History:

The Forest Park City Council would like to recognize Sania Nicole Feagin, a 2021 graduate of Forest Park High School and member of the University of South Carolina Gamecocks Women's Basketball Team, which accomplished a remarkable undefeated record of 39-0 for the 2023-2024 season and won the 2024 NCAA Women's Basketball National Championship Tournament.

The Mayor and Council took pictures.

Key to the City recognizing Justin Eboigbe for being selected by the Los Angeles Chargers in the 2024 NFL Draft

Background/History:

The Forest Park City Council would like to recognize Justin Eboigbe, a proud Alumni of Forest Park High and the University of Alabama. He has been known for earning First Team All-SEC honors and winning the SEC Championship in 2020, 2021, and 2023 while playing for the University of Alabama. The Los Angeles Chargers are selecting Mr. Eboigbe in the 2024 NFL Draft. His mother, Lucy Earl, will accept the key to the City on Justin's behalf.

The Mayor and Council took pictures.

Certificate of Recognition - The City of Forest Park received a certificate for being a 2023-2024 trusted partner in education with the Clayton County Public Schools-Legislative Offices

Background/History:

The City of Forest Park has received a certificate for being a 2023-2024 trusted partner in education with the Clayton County Public Schools.

PRESENTATIONS:

2. Financial Reporting of the FY2023-2024 Monthly Financial Report

Background/History:

The Finance Department is presenting FY2023-2024 Monthly Financial review of the City's financials. The purpose of the monthly financial review is to help us know how healthy the City's cash flow is and help

evaluate department performance to see if the executive office needs to reallocate resources to achieve the financial goals for the City.

3. Presentation of the Forest Park Police E-911 Center and Operations-Police Department

Background/History:

The Forest Park Police E-911 Center operates around the clock, every day of the year, ensuring continuous service to the community. Currently, the center comprises four shifts, each staffed with three communication operators, along with a dedicated Manager overseeing operations. This unit plays a crucial role in supporting the police, fire, and code enforcement departments, enabling them to effectively serve the citizens of Forest Park.

NEW BUSINESS:

4. Council Approval to purchase a 2024 Chevy Tahoe from Jim Ellis Chevrolet for the Code Enforcement Department in the amount of \$68,939.00-Code Enforcement Department

It was moved to approve to purchase of a 2024 Chevy Tahoe from Jim Ellis Chevrolet for the Code Enforcement Department in the amount of \$68,939.00

This item was removed from the agenda.

5. Council Approval of a Telework Policy-Executive Offices

It was moved to approve the Telework Policy.

Motion made by Councilmember James, Seconded by Councilmember Antione

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

6. Council Approval of a Consent Agenda Introduction-Executive Offices

It was moved to approve the Consent Agenda.

Motion made by Councilmember Akins-Well, Seconded by Councilmember James

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

7. Council Approval on the Employee Benefit's Renewal for Fiscal Year 2024-2025 – Executive Offices

It was moved to approve the Employee Benefit Renewal for Fiscal Year 2024-2024.

Motion made by Councilmember Antione, Seconded by Councilmember James

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

8. Council Approval on Establishing the City of Forest Park as a Purple Heart City-Executive Office

This item was moved to #1.

9. Council Approval of an Employee Assistance Program (EAP)–Executive Office

It was moved to approve the Employee Benefit Renewal for Fiscal Year 2024-2024.

Motion made by Councilmember James, Seconded by Councilmember Mears

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

10. Council of Board Appointments–Executive Offices (Will discuss in Executive Session)

11. Council Approval of the Municipal Court Fines and Fees Schedule-Municipal Court Department

It was moved to approve the Municipal Court Fines and Fees Schedule.

Motion made by Councilmember James, Seconded by Councilmember Antione

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

12. Council Approval of a Task Order for Falcon Design to assist the City of Forest Park with Bid Assistance and Construction Administration for Park Signs-Planning and Community Development Department

It was moved to approve the Task Order for Falcon Design to assist the City of Forest Park with Bid Assistance and Construction Administration for Park Signs.

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

13. Council Approval of Case # CUP-2024-01- Conditional Use Permit-Planning and Community Development Department

It was moved to recess the regular meeting and enter into a Public Hearing Conditional Use Permit Case # CUP-2024-01.

Motion made by Councilmember James, Seconded by Councilmember Mears

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

It was moved to open the Public Hearing for Conditional Use Permit Case # CUP-2024-01

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

There were no speakers in favor of the conditional use permit.

There were no speakers in opposition to the conditional use permit.

It was moved close the Public Hearing for the Conditional Use Permit Case # CUP-2024-01.

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

14. Council Approval of Case # TA-2024-02 – Text Amendment-Planning and Community Development Department

It was moved to enter into a Public Hearing for Text Amendment Case # TA-2024-02.

Motion made by Councilmember James, Seconded by Councilmember Mears

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

There were no speakers in favor of the conditional use permit.

There were no speakers in opposition to the conditional use permit.

It was moved close the Public Hearing for the Text Amendment Case # TA-2024-02.

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

It was motioned to approve the Conditional Use Permit Case # CUP-2024-01.

Motion made by Councilmember Akins-Wells, Seconded by Councilmember James

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

It was motioned to approve the Text Amendment Case # TA-2024-02.

Motion made by Councilmember James, Seconded by Councilmember Antione

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears.

15. Council Approval to recognize the Forest Park Police E-911 Operators as First Responders-Police Department

It was motioned to approve to recognize the Forest Park Police E-911 Operators as First Responders

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

16. Council Approval to Transfer a Service Weapon- Police Department

It was motioned to approve the Transfer of a Service Weapon.

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

Councilmember Gutierrez noted that he would like to apologize to the officer that it took so long.

17. Council Approval to award Omega Pest Solutions for City wide Pest Control-Procurement Department

It was motioned to approve the award of Omega Pest Solutions for Citywide Pest Control.

Motion made by Councilmember Mears, Seconded by Councilmember Akins-Wells

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

18. Council Approval of Designating Public Works as First Responders-Public Works Department

It was motioned to approve the Designating of Public Works as First Responders

Motion made by Councilmember Akins-Wells, Seconded by Councilmember James

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

19. Council Approval on a Five (5) Stall Portable Restroom for city events in the amount of \$20,250.00-Recreation and Leisure Department

It was motioned to approve a Five (5) Stall Portable Restroom for city events in the amount of \$20,250.00

Motion made by Councilmember James, Seconded by Councilmember Mears

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

20. Council Approval on Senior Center Floor Repairs-Recreation and Leisure Department

It was motioned to approve the Designating of Public Works as First Responders

Motion made by Councilmember Antione, Seconded by Councilmember James

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

CLOSING COMMENTS BY GOVERNING BODY:

Councilmember James-

Councilmember Antione-

Councilmember Gutierrez-

Councilmember Akins-Wells-

Councilmember Mears-

EXECUTIVE SESSION: (When an Executive Session is required, one will be called for the following issues: Personnel, Litigation or Real Estate)

It was moved to recess into Executive Session at 8:30 p.m. for Personnel, Litigation, or Real Estate matters.

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells.

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

It was motioned to reconvene into the Council Regular Session at 10:36 p.m.

Motion made by Councilmember James, Seconded by Councilmember Antoine.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

It was motioned to table the appointment to the Planning Commission and Urban Design Review Board.

Motion made by Councilmember James, Seconded by Councilmember Mears.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

It was motioned to reappoint Eric Stallings to the DDA Board.

Motion made by Councilmember James, Seconded by Councilmember Antoine.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

It was motioned to approve for the Mayor to execute, amended, and restated settlement, agreement and mutual release with Marta and Scott Castle Associates.

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells.

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

There was a motion to approve and authorize the Mayor to execute a general release and indemnification agreement with Resi Holding LLC regarding 1129 Lloyd Drive.

Motion made by Councilmember James, Seconded by Councilmember Antione.

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

There was a motion to approve and authorize the Mayor to execute a general release and indemnification agreement with Masood Parast regarding 5684 Ash Street.

Motion made by Councilmember James, Seconded by Councilmember Antione.

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

Attorney Danielle Matricardi asked if both Marta agreements were done.

Mayor Butler noted she did not.

It was motioned for the mayor to execute, an amended, and restated settlement, agreement and mutual release with Marta and MBLL the streaming productions LLC.

Motion made by Councilmember James, Seconded by Councilmember Antione.

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

ADJOURNMENT:

It was moved to adjourn the meeting at 10:41 pm.

Motion made by Councilmember James, Seconded by Councilmember Antoine.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 404-366-4720.

File Attachments for Item:

Proclamation: Recognizing Municipal Court Clerks Week, June 10-14, 2024-Municipal Court Department

Background/History: Governor Brian Kemp proclaimed and recognized the week of June 10-14, 2024, as Municipal Court Clerks Week. This is a special time to celebrate and honor the invaluable contributions of municipal court clerks. This recognition highlights the importance of the work that each of us does everyday in serving our communities with dedication and professionalism. The court is an extension of public safety, and clerks work just as hard to help improve the safety and quality of life in the community.



CITY OF
FORESTPARK

City Council Agenda Item

Title of Agenda Item: Proclamation: Recognizing Municipal Court Clerks Week, June 10-14, 2024

Submitted By: Dorothy Roper-Jackson

Date Submitted: 05/24/2024

Regular Session Date: 06/03/2024

Council Meeting Date: 06/03/2024

Background/History: Governor Brian Kemp proclaimed and recognized the week of June 10-14, 2024, as Municipal Court Clerks Week. This is a special time to celebrate and honor the invaluable contributions of municipal court clerks. This recognition highlights the importance of the work that each of us does everyday in serving our communities with dedication and professionalism. The court is an extension of public safety, and clerks work just as hard to help improve the safety and quality of life in the community.

Action Requested from Council: Approval of June 10-14, 2024, as Municipal Court Clerks Week.

Cost: \$ none

Budgeted for: _____ Yes _____ No

Financial Impact:



CITY OF
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PROCLAMATION

WHEREAS: Municipal Court Clerks play a significant role in ensuring that municipal courts preserve public safety and promote quality of life in the City of Forest Park and local municipalities across the state, and;

WHEREAS: The procedures for the City of Forest Park Municipal Court operations are set forth by the Uniform Rules of Municipal Court and other laws of the State of Georgia, and more people come in contact with Municipal Court Clerks than all other city services combined, and;

WHEREAS: Municipal Court Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all and committed to the notion that our legal system is based on the principle that an independent, fair and competent judiciary will interpret and apply the laws that govern us, and;

WHEREAS: Municipal Court Clerks act in a manner that promotes public confidence in the integrity and impartiality of the judiciary.

NOW, THEREFORE BE IT RESOLVED, the Forest Park governing body does hereby recognize the week of June 10-14, 2024, as Municipal Court Clerks Week and extends appreciation to the city's Municipal Court Clerks for the vital services they perform and their exemplary dedication to the communities they represent and serve.

IN WITNESS WHEREOF, we have hereunto set our hand on this 3rd day of June 2024 and have caused the Official Seal of the great City of Forest Park to be affixed hereto:

Angelyne Butler, MPA
Mayor

Councilmember Kimberly James
Ward 1

Councilmember Dabouze Antoine
Ward 2

Councilmember Hector Gutierrez
Ward 3

Councilmember Latresa Akins-Wells
Ward 4

Councilmember Allan Mears
Ward 5

File Attachments for Item:

2. Council Approval of Case # RZ-2024-01- Rezone request for 0 Ferguson Ct. from RS to RM-
Planning and Community Development Department



CITY OF
FORESTPARK

City Council Agenda Item

Subject: Council Discussion to approve Case # RZ-2024-01- Rezone request for 0 Ferguson Ct

Submitted By: SaVaughn Irons-Kumassah, Principal Planner, Planning & Community Development Department

Date Submitted: May 23, 2024

Work Session Date: June 3, 2024

Council Meeting Date: June 3, 2024

The subject property is a vacant lot measuring approximately 0.16+/- acres, located at 0 Ferguson Ct. and is currently zoned RS (Single-Family Residential). The property is vacant and comprises of trees and shrubbery. Its location is in between a single-family residential home to the east and south of the property and an apartment complex to the west of the property. The applicant’s request is to rezone the property from RS (Single-Family Residential) to RM (Multiple family residential district) to construct a new construction two-family duplex styled home.

The approval of the rezone request will provide a diverse range of housing options at this location and allow the applicant to build the new construction two-family duplex style home at the proposed location

Cost: N/A

Budgeted for: _____ Yes _____ No

Financial Impact: N/A.

Action Requested from Council: To Approve Case # RZ-2024-01 - Rezone request for 0 Ferguson Ct to Rezone From Single-Family Residential (RS) to Multiple-Family Residential (RM) to construct a new two-family duplex.

April 23, 2024

Clayton News Daily
P.O. Box 368
Jonesboro, GA 30253

Please run the following Public Hearings Section of the May 1, May 8, and May 15, 2024, Editions.

TO THE CITIZENS OF FOREST PARK, CLAYTON COUNTY, GEORGIA, AND OTHER INTERESTED PARTIES:

NOTICE IS HEREBY GIVEN: The City of Forest Park Planning Commission will conduct a meeting on a series of Public Hearings for the purpose of considering the matters listed below. The Public Hearings will be held on Thursday, May 16, 2024, at 6:00 p.m. in the Forest Park City Hall Council Chambers located at 745 Forest Parkway, Forest Park, GA 30297. The Mayor and City Council will conduct a meeting of Public Hearings for the listed Text Amendments, recommended by the Planning Commission at Forest Park City Hall Council Chambers, 745 Forest Parkway, on June 3, 2024, at 6:00 p.m.

- Case # VAR-2024-05 Variance request for 920 Forest Ave., Parcel # **13048C E009**. The applicants, Willie Lee Copeland and Sandra Michelle Copeland is requesting a variance to reduce the minimum lot width from the required 80 Ft to 55 ft to construct a new construction single-family home within the Single-Family Residential District (RS).
- Case # VAR-2024-06 Variance request for 4386 Foster St., Parcel # **13017D A018**. The applicant, Carlos Rodolfo Sanchez Loreda is requesting a variance to reduce the required side yard setback from the required 10 Ft to 2 ft and rear side yard setback on right side from the required 10 ft to 4 ft to construct a car port in the single-family Residential District (RS).
- Case # RZ-2024-01- Rezone request for 0 Ferguson Ct, Parcel # **13049A A031**, - The applicant, Gaetan Gachelin, is requesting a rezone of the .16+/- acre lot within the Single-Family Residential District (RS) to Multiple Family Residential District (RM) to allow the new construction of a duplex.
- Case # TA-2024-03 - Text Amendment to increase the number of units per acre by way of a Conditional Use Permit (CUP) in Article B: Zoning Districts, Overlay Districts, and Design Guidelines Established Section 8-8-54 Special Building Standards for Development Subareas in Downtown, Article G: Zoning Amendments Section 8-8-188 Condition Use Process to clarify and add additional Standards and introduce new sections 1-5 of the Code of Ordinances of the City of Forest Park.

SaVaughn Irons-Kumassah, Principal Planner
Planning & Community Development Department
404-366-4720



CITY OF FOREST PARK

Department of Planning & Community Development
785 Forest Parkway
Forest Park, Georgia 30297
(404) 366-4720
www.Forestparkga.gov

STAFF REPORT
Planning Commission Meeting: May 16, 2024
City Council Meeting: June 3, 2024

Case: RZ-2024-01

Current Zoning: RS- Single Family Residential

Proposed Request: Rezone property from RS (Single-Family Residential) to RM (Multiple family residential district) to allow the building of a new construction duplex.

Staff Report Compiled By: SaVaughn Irons-Kumassah, Principal Planner

Staff Recommendation: Approval to Rezone to RM (Multiple family residential district).

APPLICANT INFORMATION

Owner of Record: Gaetan Gachelin	Applicant: Gaetan Gachelin
Address: 0 Ferguson Ct.	Address: 0 Ferguson Ct.
City/State: Forest Park, GA 30297	City/State: Forest Park, GA 30297

PROPERTY INFORMATION

Parcel Number: 13049A A031	Acreage: 0.16 +/-
Address: 0 Ferguson Ct.	FLU: S.F. Residential

SUMMARY & BACKGROUND

The subject property is a vacant lot measuring approximately 0.16+/- acres, located at 0 Ferguson Ct. and is currently zoned RS (Single-Family Residential). The property is vacant and comprises of trees and shrubbery. Its location is in between a single-family residential home to the east and south of the property and an apartment complex to the west of the property. The applicant’s request is to rezone the property from RS (Single-Family Residential) to RM (Multiple family residential district) to construct a new construction two-family duplex styled home.

The approval of the rezone request will provide a diverse range of housing options at this location and allow the applicant to build the new construction two-family duplex style home at the proposed location.



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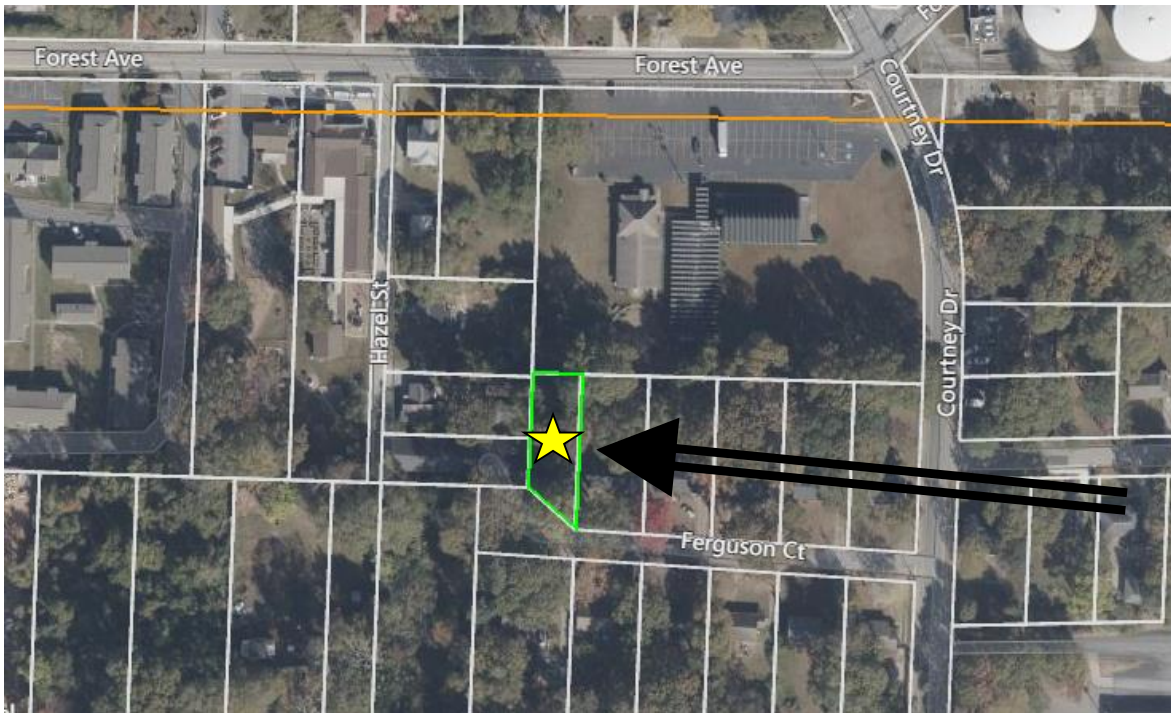
CITY OF FOREST PARK

Department of Planning & Community Development
785 Forest Parkway
Forest Park, Georgia 30297
(404) 366-4720
www.Forestparkga.gov

ZONING CLASSIFICATION OF CONTIGUOUS PROPERTIES

North	RS (Single-Family Residential)	East	RS (Single-Family Residential)
South	RS (Single-Family Residential)	West	RM (Multiple-Family Residential)

AERIAL MAP





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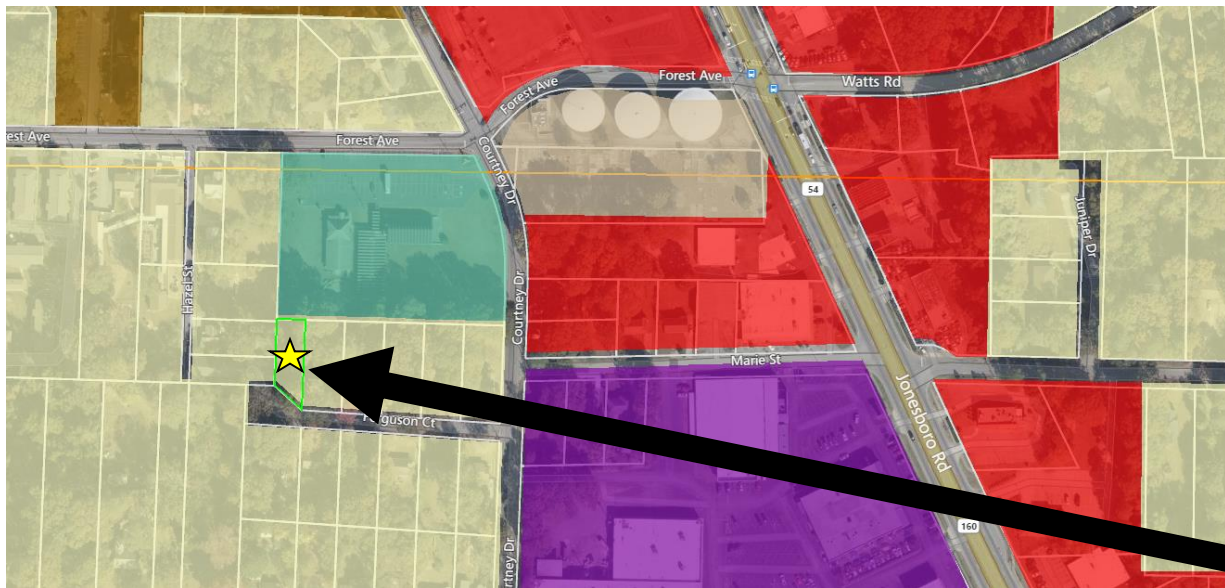
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ZONING MAP



Current Zoning: RS (Single-Family Residential)

FUTURE LAND USE MAP



Future Land Use: Single-Family Residential



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SITE PHOTOS





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SURROUNDING PROPERTIES



**Ferguson Court Apartments: Zoned RM (Multiple-Family Residential)
(West of Parcel)**



**Residential: Zoned RS (Single-Family Residential)
(East of Parcel)**



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**Residential: Zoned RS (Single-Family Residential)
(South of Parcel)**



**Rock Church of Atlanta: RS (Single-Family Residential)
(North of Parcel)**



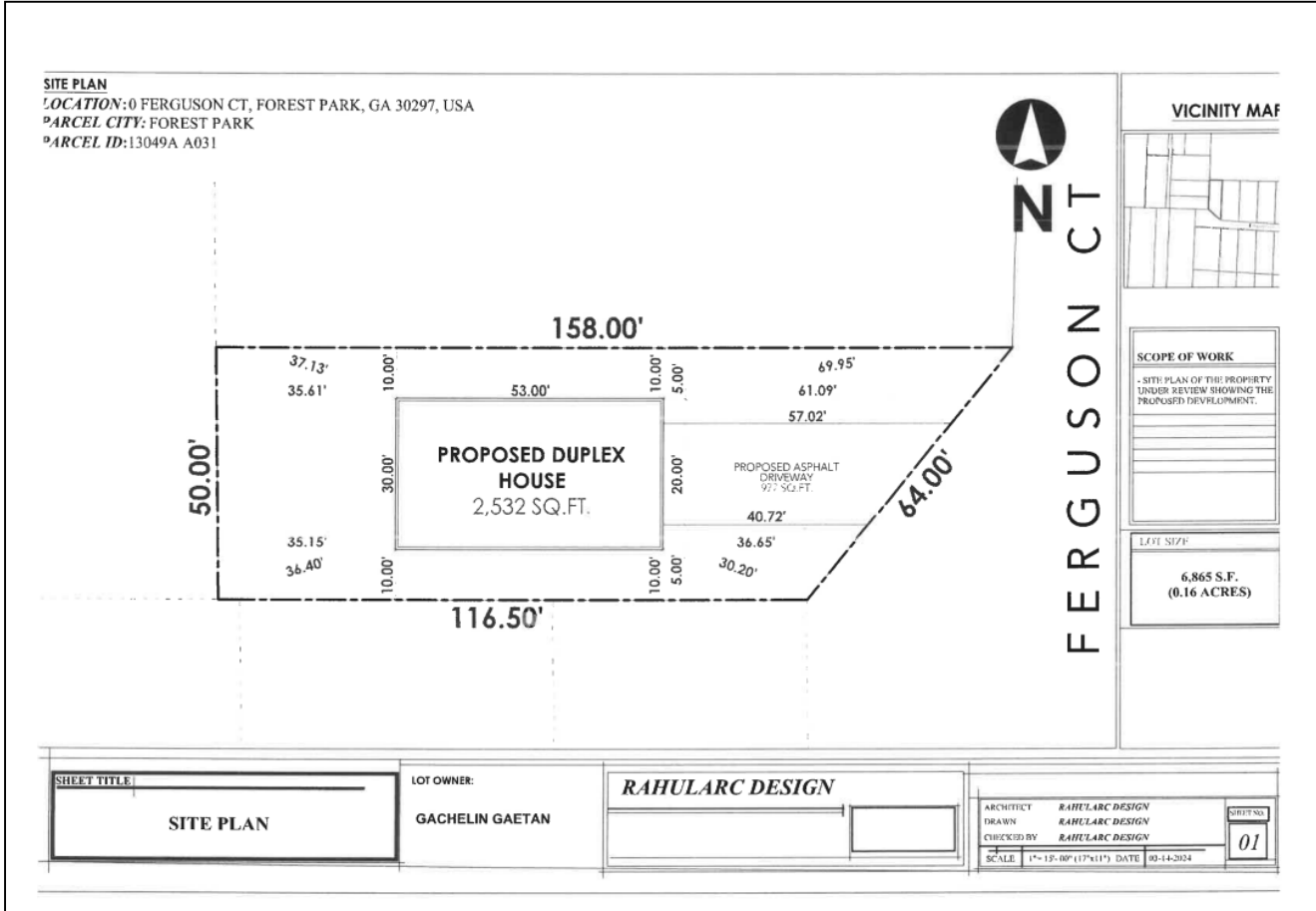
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SITE PLAN



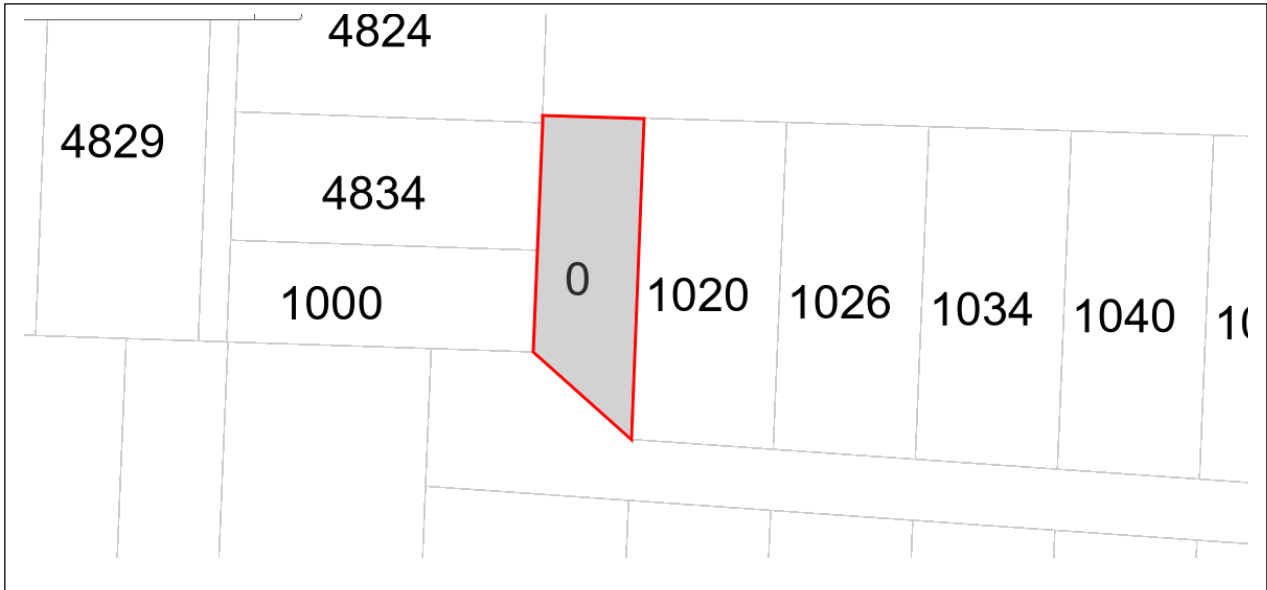


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BOUNDARY SURVEY





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PROPOSED STRUCTURE



Impact Summary

Would the proposed amendment be consistent and compatible with the city's land use and development, plans, goals, and objectives: **Yes** **No** *The subject property is currently in the middle of single-family residential and multifamily residential. Although, the future land use map designation is Single-Family Residential for the area, the proposed zoning map amendment is consistent and compatible with the current zoning within the proposed area based on location. Although the size, shape, and location of the property is smaller than the lot to the east of the property, development is possible within the proposed use.*

Would the proposed amendment tend to increase, to decrease, or to have no impact on traffic safety and congestion in the streets? **Increase** **Decrease** **No Impact** *We do not anticipate an increase in traffic congestion or detriment to traffic safety as a result of this rezoning.*

Would the proposed amendment tend to increase, to decrease, or to have no relationship to safety from fire and other dangers? **Increase** **Decrease** **No Relationship**

Would the proposed amendment tend to promote, to diminish, or to have no influence on the public health



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and general welfare of the city? Promote Diminish No Influence

Would the proposed amendment tend to increase, to decrease or to have no influence on the adequacy of light and air? Promote Diminish No Influence

Would the proposed amendment tend to cause, to prevent, or to have no influence on the overcrowding of land? Cause Prevent No Influence

Would the proposed amendment tend to cause, to prevent, or to have no relationship on the population distribution within the city, thus creating any area as dense in population as to adversely affect the health, safety, and general welfare of the city? Cause Prevent No Relationship

Would the proposed amendment tend to impede, to facilitate, or to have no impact on the adequate provision of transportation, water, sewerage, other public services, utilities, or facilities?

Impede Facilitate No Impact

Would the proposed amendment tend to be compatible with environmental conditions in light of surrounding developments? If compatible, what factors, if any, would diminish the value, use and enjoyment of surrounding properties? Yes No *There are no known contributing factors that will affect the value, use and enjoyment of surrounding properties.*

Would the proposed amendment tend to promote, to diminish, or to have no influence upon the aesthetic effect of existing and future uses of the property and the surrounding area?

Promote Diminish No Influence *The proposed amendment may promote the aesthetic effect due to the type of development being proposed. With the new construction duplex being an aesthetically pleasing upgrade to the area, it may promote increased property values and updates to surrounding homes.*

Would the proposed amendment have measurable adverse economic effect on the value of surrounding or adjacent property? Yes No

Would the proposed amendment create an isolated district, unrelated to adjacent and nearby districts?

Yes No *The subject property is adjacent to a neighboring property that is already zoned RM (Multiple-Family Residential to the west. This property is a multifamily apartment complex with several residences. The proposed zoning is commensurate with the existing use of neighboring property.*

Staff Review

The following city departments/divisions had no issues or concerns regarding the requested rezoning:

- Public Works, Police, Fire, and Building Inspector

Planning & Community Development Department



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Planning staff recognizes that the property is 0.16 acres or 6, 865 square feet, and is small in shape. The current Multiple Family Residential (RM) zoning district requires the following minimum front, side, and rear setbacks if rezoning is approved:

Front: 30 ft.
Side: 25 ft.
Rear: 35 ft.

Staff Recommendation

The requested rezoning from RS (Single-Family Residential) to RM (Multiple-Family Residential) zoning category would allow for the construction of the proposed duplex and the request would be compatible with the current zoning to the west of the property. This rezone would also assist with the current housing need within the city of Forest Park by offering additional housing options. If the property is rezoned to RM (Multiple-Family Residential), it would not be out of character of current, surrounding zoned uses in the area. The proposed amendment will not cause an adverse impact on the surrounding community.

Staff recommends Approval of the rezoning request along with the following conditions:

1. That the approval to rezone from RS to RM, applicant must be consistent with Sec 8-8-33 Multiple family Residential district (RM) Standards.
 - a. Based on the submitted site plan, applicant must apply for a variance request to allow the reduction of the side yard setback from the required 25 ft to 10ft.
 - b. Based on the submitted site plan, applicant must apply for a variance request to allow the reduction of the rear yard setback from the required 35 ft to 30ft.
 - c. Each Unit proposed should have a parking capacity of two vehicles per unit.
2. That the applicant will be required to apply to the Urban Design and Review Board for review and approve the landscaping and exterior architectural design of the building façade prior to receiving a building permit. Any changes or deviations from the recommended approval will need to come back before the Planning Commission.

File Attachments for Item:

3. Council Approval of Case # TA-2024-03 – Text Amendment to increase the number of units per acre by way of a Conditional Use Permit (CUP)-Planning and Community Development Department



CITY OF
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City Council Agenda Item

Subject: Council Discussion to approve Case # TA-2024-03 – Text Amendment to increase the number of units per acre by way of a Conditional Use Permit (CUP) in Article B: Zoning Districts, Overlay Districts, and Design Guidelines Established Section 8-8-54 Special Building Standards for Development Subareas in Downtown, Article G: Zoning Amendments Section 8-8-188 Condition Use Process to clarify and add Standards, appeal process, Withdrawal of Application, and introduce new sections 1-5, within the Code of Ordinances of the City of Forest Park.

Submitted By: SaVaughn Irons-Kumassah, Principal Planner, Planning & Community Development Department

Date Submitted: May 23, 2024

Work Session Date: June 3, 2024

Council Meeting Date: June 3, 2024

Background/History:

The Downtown Development Authority and the City have received several proposals on properties within the Downtown Mainstreet District. The proposals call for higher density than what is allowed in the Mainstreet Subareas. In response, the Planning and Community Development staff is proposing a text amendment to development standards in the Subareas to allow for greater density with the approval of a Conditional Use Permit (CUP). Conditional Use will require discretionary approval from the City.

The CUP will provide a thoughtful approach to development by providing developers with the flexibility needed to obtain the desired mix of commercial, residential, allowable uses and density on the site. Mixed-use projects that are well designed can provide good quality housing and an active and vibrant commercial corridor.

To achieve the desired development, the applicant may be required to meet a set of conditions to receive a permit. The planning staff will review the proposed conditional uses for compatibility with surrounding properties. As part of that review, certain standards must be met to grant a CUP for higher density consistent with Article G: Zoning Amendments Section 8-8-188 Condition Use Process.

. The burden of proof is on the applicant to provide “substantial evidence” to demonstrate that the proposed land use can coexist in harmony with the neighborhood and meet all the required standards in Section 8-8-188 Condition Use Process. A proposal to increase the density in a subarea may be denied if the applicant fails to meet one or more of the standards or if the application does not address concerns. Applicants applying for CUP to increase density in a subarea are required to contact the planning staff to discuss the proposal before submitting an application. Conditional Use Permits are given at the discretion of the City. If the property owner does not meet the conditions agreed upon, the CUP can be revoked

Cost: N/A

Budgeted for: _____ **Yes** _____ **No**

Financial Impact: N/A.

Action Requested from Council: To Approve the proposed text amendment for Case # TA-2024-03.

April 23, 2024

Clayton News Daily
P.O. Box 368
Jonesboro, GA 30253

Please run the following Public Hearings Section of the May 1, May 8, and May 15, 2024, Editions.

TO THE CITIZENS OF FOREST PARK, CLAYTON COUNTY, GEORGIA, AND OTHER INTERESTED PARTIES:

NOTICE IS HEREBY GIVEN: The City of Forest Park Planning Commission will conduct a meeting on a series of Public Hearings for the purpose of considering the matters listed below. The Public Hearings will be held on Thursday, May 16, 2024, at 6:00 p.m. in the Forest Park City Hall Council Chambers located at 745 Forest Parkway, Forest Park, GA 30297. The Mayor and City Council will conduct a meeting of Public Hearings for the listed Text Amendments, recommended by the Planning Commission at Forest Park City Hall Council Chambers, 745 Forest Parkway, on June 3, 2024, at 6:00 p.m.

- Case # VAR-2024-05 Variance request for 920 Forest Ave., Parcel # **13048C E009**. The applicants, Willie Lee Copeland and Sandra Michelle Copeland is requesting a variance to reduce the minimum lot width from the required 80 Ft to 55 ft to construct a new construction single-family home within the Single-Family Residential District (RS).
- Case # VAR-2024-06 Variance request for 4386 Foster St., Parcel # **13017D A018**. The applicant, Carlos Rodolfo Sanchez Loreda is requesting a variance to reduce the required side yard setback from the required 10 Ft to 2 ft and rear side yard setback on right side from the required 10 ft to 4 ft to construct a car port in the single-family Residential District (RS).
- Case # RZ-2024-01- Rezone request for 0 Ferguson Ct, Parcel # **13049A A031**, - The applicant, Gaetan Gachelin, is requesting a rezone of the .16+/- acre lot within the Single-Family Residential District (RS) to Multiple Family Residential District (RM) to allow the new construction of a duplex.
- Case # TA-2024-03 - Text Amendment to increase the number of units per acre by way of a Conditional Use Permit (CUP) in Article B: Zoning Districts, Overlay Districts, and Design Guidelines Established Section 8-8-54 Special Building Standards for Development Subareas in Downtown, Article G: Zoning Amendments Section 8-8-188 Condition Use Process to clarify and add additional Standards and introduce new sections 1-5 of the Code of Ordinances of the City of Forest Park.

SaVaughn Irons-Kumassah, Principal Planner
Planning & Community Development Department
404-366-4720

STAFF REPORT – Text Amendments

Public Hearing Date: May 16, 2024

City Council Meeting: June 3, 2024

Case: TA-2024-03

Proposed Request: Text Amendments to The City of Forest Park Zoning Code of Ordinance

Staff Report Compiled By: James Shelby, Interim Planning Director

Staff Recommendation: Approval to amend Zoning Ordinance

PROPOSED TEXT AMENDMENTS

The Planning & Community Development is proposing a text amendment to increase the number of units per acre by way of a Conditional Use Permit (CUP) in Article B: Zoning Districts, Overlay Districts, and Design Guidelines Established Section 8-8-54 Special Building Standards for Development Subareas in Downtown, Article G: Zoning Amendments Section 8-8-188 Condition Use Process to clarify and add Standards, appeal process, Withdrawal of Application, and introduce new sections 1-5.

BACKGROUND

The Downtown Development Authority and the City have received several proposals on properties within the Downtown Mainstreet District. The proposals call for higher density than what is allowed in the Mainstreet Subareas. In response, the Planning and Community Development staff is proposing a text amendment to development standards in the Subareas to allow for greater density with the approval of a Conditional Use Permit (CUP). Conditional Use will require discretionary approval from the City.

The CUP will provide a thoughtful approach to development by providing developers with the flexibility needed to obtain the desired mix of commercial, residential, allowable uses and density on the site. Mixed-use projects that are well designed can provide good quality housing and an active and vibrant commercial corridor.

To achieve the desired development, the applicant may be required to meet a set of conditions to receive a permit. The planning staff will review the proposed conditional uses for compatibility with surrounding properties. As part of that review, certain standards must be met to grant a CUP for higher density consistent with Article G: Zoning Amendments Section 8-8-188 Condition Use Process.

The burden of proof is on the applicant to provide “substantial evidence” to demonstrate that the proposed land use can coexist in harmony with the neighborhood and meet all the required standards in Section 8-8-188 Condition Use Process. A proposal to increase the density in a subarea may be denied if the applicant fails to meet one or more of the standards or if the application does not address concerns. Applicants applying for CUP to increase density in a subarea are required to contact the planning staff to discuss the proposal before submitting an application. Conditional Use Permits are given at the discretion of the City. If the property owner does not meet the conditions agreed upon, the CUP can be revoked.

PROPOSED TEXT AMENDMENT

As defined by the 2021 Downtown Forest Park Livable Centers Initiative Study, any new development or redevelopment should comply with the following standards:

8-8-54.8 Special Building Standards for Development Subareas in Downtown

In addition to the general development standards in the Downtown Mainstreet District, four distinct subareas are defined for future mixed-use development. These sub areas are defined and delineated in the Downtown Forest Park Livable Centers Initiative Study adopted by the city in 2021. The map is identified below.

- A. **Traditional Downtown Core:** Low-density mixed-use with retail/commercial and single-family attached.
1. Building Height: 2—3 stories.
 2. Residential Density: 6—12 units/acre.
 3. Residential Density over twelve (12) units/acre requires a Conditional Use Permit pursuant to Sec. 8-8-188
 3. 4. Commercial size: 3,000—5,000 square feet.
- B. **Mixed-Use Village:** Medium-density mixed-use with retail/commercial and single-family attached and multi-family.
1. Building Height: 3—4 stories.
 2. Residential Density: 15—24 units/acre.
 3. Residential Density over twenty-four (24) units/acre requires a Conditional Use Permit pursuant to Sec. 8-8-188
 3. 4. Commercial Size: 6,000—15,000 square feet.
- C. **Mixed-Use Center:** Higher-density mixed-use.
1. Building height: 5—6 stories.
 2. Residential density: 25—35 units/acre.
 3. Residential Density over thirty-five (35) units/acre requires a Conditional Use Permit pursuant to Sec. 8-8-188
 3. 4. Commercial size: 16,000—40,000 square feet.

Sec. 8-8-188. - Conditional use process.

The following standards and procedures applies apply to conditional use petitions:

- (1) Standards. When considering an application for a CUP, the Planning Staff, Planning Commission, Mayor, and City Council shall evaluate the impact of the proposed conditional use on and its compatibility with surrounding properties and residential areas to ensure the appropriateness of the use at a specific location, and shall consider the extent to which:

(a)The proposed use at the specified location is consistent with the policies embodied in the adopted comprehensive plan.

(b) The proposed use is consistent with the general purpose and intent of the applicable zoning district regulations.

(c) The proposed use is compatible with and preserves the character and integrity of adjacent developments and neighborhoods and includes improvements either on-site or within the public rights-of-way to mitigate development related adverse impacts, such as traffic, noise, odors, visual nuisances, drainage or other similar adverse effects to adjacent developments and neighborhoods.

(d)The proposed use does not generate pedestrian and vehicular traffic which will be hazardous or conflict with the existing and anticipated traffic in the neighborhood.

(e)The proposed use incorporates roadway adjustments, traffic control devices or mechanisms, and access restrictions to control traffic flow or divert traffic as may be needed to reduce or eliminate development generated traffic on neighborhood streets.

(f)The proposed use incorporates features to minimize adverse effects, including visual impacts, of the proposed conditional use on adjacent properties; and the proposed use meets the standards for the zoning district, or to the extent variations from such standards have been requested, that such variations are necessary to render the use compatible with adjoining development and neighborhoods.

(g)The proposed use is based on the site plan in conformity with all space limits, buffers, parking and loading provisions, and other provisions of this article.

(h)The applicant has agreed to any specific limitations or conditions necessary to protect the public interest and assure the continued beneficial use and enjoyment of nearby properties or that no special limitations are necessary to protect the public.

No application for conditional use permit shall be granted by the Mayor and City Council unless satisfactory provisions and arrangements have been made concerning each of the above factors and any other applicable factors for specific conditional use permits authorized by this chapter.

- (2) An applicant aggrieved by a denial of a conditional use permit shall have the right to file an appeal in Clayton Superior Court by way of petition for writ of certiorari in accordance with state law.
- (3) Withdrawal of applications by applicant. Prior to the public hearing by the City Council, an applicant may withdraw a zoning application without prejudice by providing written notice to the

City of such request for withdrawal. This written request shall be received no later than the planned publication of the agenda for such hearing. After such a deadline, the hearing will be deemed to have commenced. After the hearing has commenced, the applicant may request to withdraw an application prior to a final decision by the Mayor and Council. Such withdrawal shall be subject to the approval of the Mayor and Council by vote during the hearing of the case. In any case, no application fees will be refunded.

- (4) ~~(4)~~ *Application*. The petitioner shall submit a conditional use application, affidavit, and consent of property owner (if the owner is someone other than the petitioner), a deed for the property involved, the required filing fee, and required supportive information. Supportive information shall include, but not be limited to the following:
- a. A site plan drawn with a straight edge, signed, and dated, clearly showing the entire layout of the property and all features relevant to the conditional use request.
 - b. A letter of intent to the planning commission describing the details of the conditional use request, including, but not limited to:
 1. The ways in which the conditional use shall comply with the applicable development standards of this Code,
 2. The ways in which the conditional use shall be consistent with the required findings of fact described by [section 8-8-186\(1\)](#).
 - c. For proposals using septic systems, a letter from the County Health Department shall be provided verifying that the ~~any~~ proposed new development makes appropriate use of the septic system and will be adequately served.
 - d. For proposals using public sewers, a letter from ~~the service provider~~ [Clayton County Water Authority](#) shall be included verifying that any proposed new development will be served.
- (5) ~~(2)~~ *Notification*. Notification for the scheduled public hearing regarding the conditional use request shall be completed consistent with [section 8-8-185](#), notice of public hearing.
- (6) ~~(3)~~ *Public hearing*. The planning commission will then, in a public hearing scheduled consistent with the adopted calendar of filing and meeting dates, review the conditional use application, and the required supportive information.
- a. Either the petitioner or a representative of the petitioner must be present at the public hearing to present the petition and address the required findings of fact.
 - b. The planning commission shall consider a report from the ~~director~~ [Planning Staff](#), testimony from the petitioner, and testimony from the public and interested parties at the hearing.
 - c. The presentation of reports and testimony and all other aspects of the public hearing shall be consistent with the requirements of the rules and procedures of the planning commission.

- d. The planning commission shall either forward the petition to the mayor and city council with a favorable recommendation, a favorable recommendation an unfavorable recommendation, or no recommendation, or table the request.
 1. The petition shall be forwarded with a favorable recommendation if it is found to be consistent with the decision criteria listed below in this article.
 2. The petition shall be forwarded with an unfavorable recommendation if it is found to be inconsistent with the decision criteria listed below in this article.
 3. The petition may be forwarded with no recommendations if, by a majority vote of the commission, it is determined that the petition includes aspects which the commission is not able to evaluate.
- (7) (4) *Certification*. The ~~director~~ Planning Staff shall certify the planning commission's recommendation and staff report to the mayor and city council.
- (8) (5) *Mayor and city council hearing*. The mayor and city council shall hold a public hearing and vote on the proposed conditional use permit.

**STATE OF GEORGIA
CITY OF FOREST PARK**

ORDINANCE NO. 2024-__

1 AN ORDINANCE TO AMEND THE CODE OF ORDINANCES FOR THE CITY OF
2 FOREST PARK, GEORGIA, CHAPTER 8 (ZONING), SECTION 8-8-54 (DOWNTOWN
3 MAINSTREET DISTRICT (DM) DESIGN GUIDELINES), AND SECTION 8-8-188
4 (CONDITIONAL USE PROCESS); TO PROVIDE SEVERABILITY; TO PROVIDE FOR
5 REPEAL OF CONFLICTING ORDINANCES; TO PROVIDE AN ADOPTION AND
6 EFFECTIVE DATE; AND TO PROVIDE FOR OTHER LAWFUL PURPOSES.

7 **WHEREAS**, the duly elected governing authority of the City of Forest Park, Georgia (the
8 “City”) is the Mayor and Council thereof; and

9 **WHEREAS**, this change adheres to all zoning procedures pursuant to O.C.G.A. § 36-66-
10 36 and notice and hearing requirements pursuant to O.C.G.A. § 36-66-1, *et seq.*; and

11 **WHEREAS**, the City Council desires to clarify certain provisions in the City’s special
12 building standards for development subareas in downtown and for the City’s conditional use
13 process; and

14 **WHEREAS**, the amendments contained herein would benefit the health, safety, morals,
15 and welfare of the citizens of the City.

16 **BE IT AND IT IS HEREBY ORDAINED** by the Mayor and Council of the City of Forest
17 Park, Georgia, and by the authority thereof:

18 **Section 1.** Chapter 8 (“Zoning”), Article B (“Zoning Districts, Overlay Districts, and
19 Design Guidelines Established”), Section 8-8-54 (“Downtown Mainstreet District (DM) Design
20 Guidelines”), 8-8-54.8 (“Special Building Standards for Development Subareas in Downtown”)

21 in the City's Code of Ordinances is hereby amended to be read and codified with permanent
22 additions in **bold** and deletions in ~~striketrough~~ font as set forth in **Exhibit A** herein.

23 **Section 2.** Chapter 8 ("Zoning"), Article G ("Zoning Amendments"), Section 8-8-188
24 ("Conditional Use Process"), in the City's Code of Ordinances is hereby amended to be read and
25 codified with permanent deletions in **bold** and deletions in ~~striketrough~~ font as set forth in **Exhibit**
26 **B** herein.

27 **Section 3.** The preamble of this Ordinance shall be considered to be and is hereby
28 incorporated by reference as if fully set out herein.

29 **Section 4.** This Ordinance shall be codified in a manner consistent with the laws of the
30 State of Georgia and the City of Forest Park.

31 **Section 5.** (a) It is hereby declared to be the intention of the Mayor and Council that all
32 sections, paragraphs, sentences, clauses, and phrases of this Ordinance are or were, upon their
33 enactment, believed by the Mayor and Council to be fully valid, enforceable, and constitutional.

34 (b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest
35 extent allowed by law, each and every section, paragraph, sentence, clause, or phrase of this
36 Ordinance is severable from every other section, paragraph, sentence, clause, or phrase of this
37 Ordinance. It is hereby further declared to be the intention of the Mayor and Council that, to the
38 greatest extent allowed by law, no section, paragraph, sentence, clause, or phrase of this Ordinance
39 is mutually dependent upon any other section, paragraph, sentence, clause, or phrase of this
40 Ordinance.

41 (c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance
42 shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable
43 by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of

44 the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the
45 greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any
46 of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance and that, to
47 the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and
48 sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and
49 effect.

50 **Section 6.** All ordinances and parts of ordinances in conflict herewith are hereby expressly
51 repealed.

52 **Section 7.** This ordinance shall become effective immediately upon its adoption by the
53 Mayor and City Council of the City of Forest Park as provided in the City Charter.

54 **Section 8.** The City Clerk, with the concurrence of the City Attorney, authorized to correct
55 any scrivener’s errors found in this Ordinance, including any exhibits, as enacted.

56 **ORDAINED** this ____ day of _____, 2024.

CITY OF FOREST PARK, GEORGIA

Angelyne Butler, *Mayor*

ATTEST:

Randi Rainey, *City Clerk* (SEAL)

APPROVED AS TO FORM:

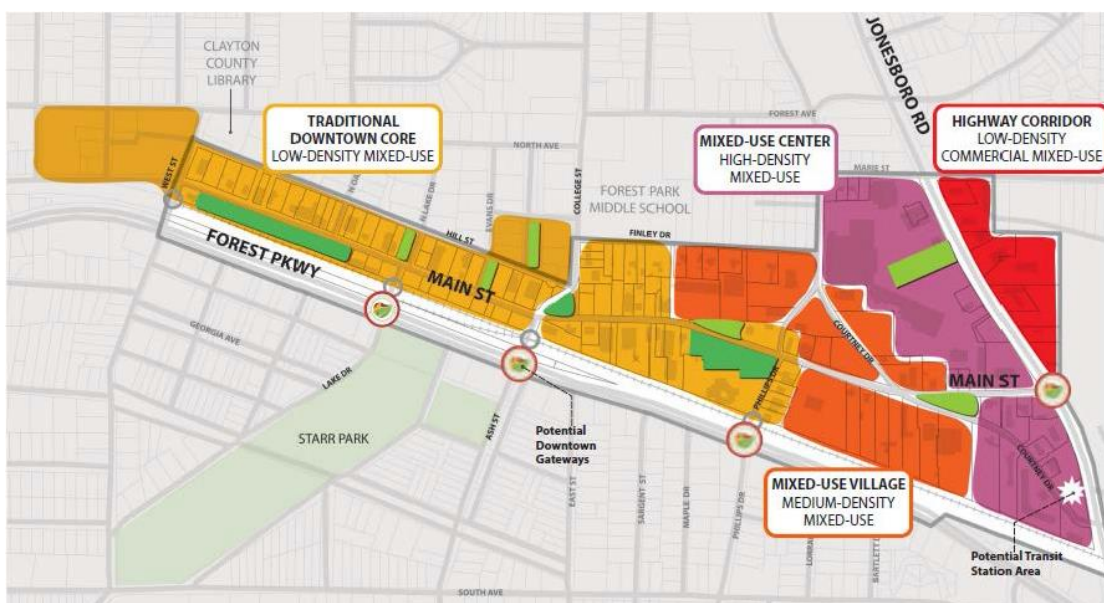
City Attorney

EXHIBIT A

57 CHAPTER 8. – ZONING

58 ARTICLE B. – ZONING DISTRICTS, OVERLAY DISTRICTS, AND DESIGN GUIDELINES 59 ESTABLISHED

60 8-8-54.8. *Special building standards for development subareas in downtown.* In addition to the
61 general development standards in the Downtown Mainstreet District, four (4) distinct subareas
62 are defined for future mixed-use development. These subareas are defined and delineated in the
63 Downtown Forest Park Livable Centers Initiative Study adopted by the city in 2021. The map is
64 identified below:



65 As defined by the 2021 Downtown Forest Park Livable Centers Initiative Study, any new
66 development or redevelopment should comply with the following standards:

- 67 a. *Traditional downtown core:* Low-density mixed-use with retail/commercial and single
68 family attached.
- 69 1. *Building height:* 2—3 stories.
 - 70 2. Residential density: 6—12 units/acre.
 - 71 3. **Residential Density over twelve (12) units / acre requires a conditional**
72 **use permit pursuant to Section 8-8-188.**
 - 73 4. Commercial size: 3,000—5,000 square feet.

- 74 b. *Mixed-use village*: Medium-density mixed-use with retail/commercial and single-
75 family attached and multi-family.
- 76 1. Building height: 3—4 stories.
- 77 2. Residential density: 15—24 units/acre.
- 78 3. **Residential density over twenty-four (24) units/acre requires a**
79 **conditional use permit pursuant to Section 8-8-188.**
- 80 4. Commercial size: 6,000—15,000 square feet.
- 81 c. *Mixed-use center*: Higher-density mixed-use.
- 82 1. Building height: 5—6 stories.
- 83 2. Residential density: 25—35 units/acre.
- 84 3. **Residential density over thirty-five (35) units/acre requires a conditional**
85 **use permit pursuant to Section 8-8-188.**
- 86 4. Commercial size: 16,000—40,000 square feet.
- 87 d. *Highway commercial*: Mixed-use retail/commercial.
- 88 1. Building height: 2 stories.
- 89 2. Residential density: None.
- 90 3. Commercial size: 20,000—30,000 square feet.

EXHIBIT B

91 CHAPTER 8. – ZONING

92 ARTICLE G. – ZONING AMENDMENTS

93 Sec. 8-8-188. – Conditional use process.

94 The following ~~standards and procedure applies~~ **procedures apply** to conditional use petitions:

95 **(1) *Standards.* No application for a conditional use permit shall be granted by the Mayor**
 96 **and City Council unless satisfactory provisions and arrangements have been made**
 97 **concerning each of the below factors and any other applicable factors for**
 98 **specific conditional use permits authorized by this chapter, and shall consider the**
 99 **extent to which the proposed conditional use:**

- 100
- 101 a. **Has an impact compatible with surrounding properties and residential**
 102 **areas to ensure the appropriateness of the use at a specific location;**
- 103 b. **Has a specified location consistent with the policies embodied in the**
 104 **adopted comprehensive plan;**
- 105 c. **Is consistent with the general purpose and intent of the applicable zoning**
 106 **district regulations;**
- 107 d. **Is compatible with and preserves the character and integrity of adjacent**
 108 **developments and neighborhoods and includes improvements either on-**
 109 **site or within the public rights-of-way to mitigate development related**
 110 **adverse impacts, such as traffic, noise, odors, visual nuisances, drainage or**
 111 **other similar adverse effects to adjacent developments and neighborhoods;**
- 112 e. **Does not generate pedestrian and vehicular traffic which will be hazardous**
 113 **or conflict with the existing and anticipated traffic in the neighborhood;**
- 114 f. **Incorporates roadway adjustments, traffic control devices or mechanisms,**
 115 **and access restrictions to control traffic flow or divert traffic as may be**
 116 **needed to reduce or eliminate development generated traffic on**
 117 **neighborhood streets;**
- 118 g. **Incorporates features to minimize adverse effects, including visual**
 119 **impacts, of the proposed conditional use on adjacent properties; and the**
 120 **proposed use meets the standards for the zoning district, or to the extent**
 121 **variations from such standards have been requested, that such variations**

122 are necessary to render the use compatible with adjoining development
123 and neighborhoods;

124 h. Is based on the site plan in conformity with all space limits, buffers,
125 parking and loading provisions, and other provisions of this article;

126 i. The applicant has agreed to any specific limitations
127 or conditions necessary to protect the public interest and assure the
128 continued beneficial use and enjoyment of nearby properties or that no
129 special limitations are necessary to protect the public.

130 (2) An applicant aggrieved by a denial of a conditional use permit shall have the right to
131 file an appeal in Clayton Superior Court in accordance with state law.

132 (3) *Withdrawal of applications by applicant.* Prior to the public hearing by the City
133 Council, an applicant may withdraw a zoning application without prejudice by
134 providing written notice to the City of such request for withdrawal. This written
135 request shall be received no later than the planned publication of the agenda for such
136 hearing. After such a deadline, the hearing will be deemed to have commenced. After
137 the hearing has commenced, the applicant may request to withdraw an application
138 prior to a final decision by the Mayor and Council. Such withdrawal shall be subject
139 to the approval of the Mayor and Council by vote during the hearing of the case. In
140 any case, no application fees will be refunded.

141 (4) ~~(4)~~ *Application.* The petitioner shall submit a conditional use application, affidavit, and
142 consent of property owner (if the owner is someone other than the petitioner), a deed for
143 the property involved, the required filing fee, and required supportive information.
144 Supportive information shall include, but not be limited to the following:

145 a. A site plan drawn with a straight edge, signed, and dated, clearly showing the
146 entire layout of the property and all features relevant to the conditional use
147 request.

148 b. A letter of intent to the planning commission describing the details of the
149 conditional use request, including, but not limited to:

150 1. The ways in which the conditional use shall comply with the
151 applicable development standards of this Code,

152 2. The ways in which the conditional use shall be consistent with the
153 required findings of fact described by section 8-8-186(1).

154 c. For proposals using septic systems, a letter from the County Health Department
 155 shall be provided verifying that the ~~any~~ proposed new development makes
 156 appropriate use of the septic system and will be adequately served.

157 d. For proposals using public sewers, a letter from ~~the service provider~~ **Clayton**
 158 **County Water Authority** shall be included verifying that any proposed new
 159 development will be served.

160 (5) ~~(2)~~ *Notification.* Notification for the scheduled public hearing regarding the conditional
 161 use request shall be completed consistent with section 8-8-185, notice of public hearing.

162 (6) ~~(3)~~ *Public hearing.* The planning commission will then, in a public hearing scheduled
 163 consistent with the adopted calendar of filing and meeting dates, review the conditional
 164 use application, and ~~the~~ required supportive information.

165 a. Either the petitioner or a representative of the petitioner must be present at the
 166 public hearing to present the petition and address the required findings of fact.

167 b. The planning commission shall consider a report from the ~~director~~ **Planning**
 168 **Staff**, testimony from the petitioner, and testimony from the public and
 169 interested parties at the hearing.

170 c. The presentation of reports and testimony and all other aspects of the public
 171 hearing shall be consistent with the requirements of the rules and procedures
 172 of the planning commission.

173 d. The planning commission shall either forward the petition to the mayor and
 174 city council with a favorable recommendation, a favorable recommendation
 175 an unfavorable recommendation, or no recommendation, or table the request.

176 1. The petition shall be forwarded with a favorable recommendation if
 177 it is found to be consistent with the decision criteria listed below in
 178 this article.

179 2. The petition shall be forwarded with an unfavorable
 180 recommendation if it is found to be inconsistent with the decision
 181 criteria listed below in this article.

182 3. The petition may be forwarded with no recommendations if, by a
 183 majority vote of the commission, it is determined that the petition
 184 includes aspects which the commission is not able to evaluate.

185 (7) ~~(4)~~ *Certification.* The ~~director~~ **Planning Staff** shall certify the planning commission's
 186 recommendation and staff report to the mayor and city council.

187 (8) ~~(5)~~ *Mayor and city council hearing.* The mayor and city council shall hold a public
188 hearing and vote on the proposed conditional use permit.

File Attachments for Item:

4. Council Approval of Nutanix Software and Support Renewal – IT Department



CITY OF
FORESTPARK

City Council Agenda Item

Subject: Nutanix Software and Support Renewal– IT Department

Submitted By: Josh Cox, IT Director

Date Submitted: May 28th, 2024

Work Session Date: June 4, 3rd 2024

Council Meeting Date: N/A

Background/History:

The City's has two core host clusters that host all of the City's virtual machines. These host servers are manufactured and supported by Nutanix. Both the support and the virtualization software can only be provided by Nutanix and there is an annual renewal for the software/support. We historically have done the renewal for a 1-year term as that is standard, but have elected to only do a 6 month term. The reason for this is we are beginning plans to migrate to new host servers for the new City Center. Depending on the timeline of that project, we would not want to extend the support past the point the current hosts are needed. Renewing 6 months at a time is not more expensive and provides us with some additional flexibility. This is a budgeted expense coming from the IT budget, line item 100-24-1535-52-3203. I am asking for approval of this renewal by Mayor and Council.

Cost: \$ \$44,403.00

Budgeted for: Yes No

None

Action Requested from Council: We are seeking approval to move forward with this project in the current fiscal year.

Alpharetta (Global)

900 Holcomb Woods Parkway

Roswell, GA 30076

7706434400

www.interdev.com

Item # 4.

INTERDEV

IT | Security | GIS

We have prepared a quote for you

2024 - Nutanix Renewal

QUOTE # 007190 V1

PREPARED FOR

City of Forest Park, GA

PREPARED BY

James Ferro

Page 63

Nutanix Renewal - 6 Month

Description	Price	Qty	Ext. Price
Nutanix Acropolis License Subscription Renewal, Acropolis (AOS) Pro Software License & Production Software Support Service SN#: 19SW000119504	\$40,477.52	1	\$40,477.52
Nutanix Acropolis - Per Core Subscription Renewal, Acropolis (AOS) Pro Software License & Production Software Support Service for 1 CPU core SN#: LIC-00808530	\$0.01	192	\$1.92
Nutanix Acropolis for Flash Memory Subscription Renewal, Acropolis (AOS) Pro Software License & Production Software Support Service for 1 TiB of flash. SN#: LIC-00808531	\$0.01	112	\$1.12
Nutanix - 24/7 Production Level Support - Short Term 24/7 Production Level Short Term HW Support Renewal for Nutanix HCI appliance SN#: 19FM3F490170, 19FM3F490171, 19FM3F490167, 19FM3F490164	\$980.61	4	\$3,922.44
Subtotal:			\$44,403.00

7706434400
jferro@interdev.com
www.interdev.com

2024 - Nutanix Renewal



Prepared by:
Alpharetta (Global)
James Ferro
(678) 672-1509
Fax 6786721555
jferro@interdev.com

Prepared for:
City of Forest Park, GA
745 Forest Parkway
Forest Park, GA 30298
Joshua Cox
(470) 538-2218
JCox@forestparkga.gov

Quote Information:
Quote #: 007190
Version: 1
Delivery Date: 05/21/2024
Expiration Date: 05/31/2024

Quote Summary

Description	Amount
Nutanix Renewal - 6 Month	\$44,403.00
Total:	\$44,403.00

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Alpharetta (Global)

City of Forest Park, GA

Signature: James Ferro
Name: James Ferro
Title: Sales Support Specialist
Date: 05/21/2024

Signature: _____
Name: Joshua Cox
Date: _____

RESOLUTION NO. 2024-_____

A RESOLUTION BY COUNCILMEMBERS KIMBERLY JAMES, DABOUZE ANTOINE, HECTOR GUTIERREZ, LATRESA AKINS-WELLS, AND ALLAN MEARS APPROVE NUTANIX SOFTWARE AND SUPPORT RENEWAL WITH INTERDEV LLC.

WHEREAS, the City of Forest Park (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with being fiscally responsible concerning the use and expenditure of all public funds; and

WHEREAS, Interdev LLC presently administers and provides support services for the Nutanix Software the City utilizes for its servers; and

WHEREAS, the IT Department recommends renewing the existing services with Interdev LLC for a six-month period.

THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST PARK HEREBY RESOLVES:

SECTION 1. Approval. Quote #007190V1 from Interdev LLC for the Nutanix Renewal as presented to the Mayor and City Council on June 3, 2024 is hereby approved.

SECTION 2. Public Record. This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City of Forest Park.

SECTION 3. Authorization of Execution. The Mayor or her designee is hereby authorized to sign all documents necessary to effectuate this Resolution.

SECTION 4. Attestation. The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this ordinance, subject to approval as to form by the City Attorney.

SECTION 5. Effective Date. This Resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Forest Park as provided in the City Charter.

[SIGNATURES ON FOLLOWING PAGE]

SO RESOLVED this 3rd day of June, 2024.

Angelyne Butler, Mayor

ATTEST:

City Clerk (SEAL)

APPROVED AS TO FORM:

City Attorney

File Attachments for Item:

5. Council Approval of an Active Directory Rebuild – IT Department



CITY OF
FORESTPARK

City Council Agenda Item

Subject: Active Directory Rebuild – IT Department

Submitted By: Josh Cox, IT Director

Date Submitted: May 28th, 2024

Work Session Date: June 3rd, 2024

Council Meeting Date: N/A

Background/History:

Based upon a recent review of the City’s Active Directory (AD) and Domain Controllers (DC), along with our current on-premise backup solution, we would like to implement some major structural changes to enhance our security posture. This project includes a rebuild of our two DC servers, along with the servers that process, store, and maintain our server backups. This project was not budgeted for in our current fiscal year, but due to the sensitive nature, we are asking Mayor and Council to approve funding to be added to the IT budget to complete this project as soon as possible.

Cost: \$ 17,295.00

Budgeted for: Yes No

None

Action Requested from Council: We are seeking approval to move forward with this project in the current fiscal year.

RESOLUTION NO. 2024-_____

A RESOLUTION BY COUNCILMEMBERS KIMBERLY JAMES, DABOUZE ANTOINE, HECTOR GUTIERREZ, LATRESA AKINS-WELLS, AND ALLAN MEARS TO APPROVE AND ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH INTERDEV LLC TO REBUILD CERTAIN CITY SERVERS FOR SECURITY ENHANCEMENTS.

WHEREAS, the City of Forest Park (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with being fiscally responsible concerning the use and expenditure of all public funds; and

WHEREAS, based upon a recent review of the City’s Active Directory (AD) and Domain Controllers (DC), along with its current on-premise backup solution, City Staff would like to implement some major structural changes to enhance the City’s security posture; and

WHEREAS, the recommended services include a rebuild of the City’s two DC servers, along with the servers that process, store, and maintain the City’s server backups.

THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST PARK HEREBY RESOLVES:

SECTION 1. Approval. Quote #007194V1 from Interdev LLC for professional services to Rebuild Active Directory and Backup Services as presented to the Mayor and City Council on June 3, 2024 is hereby approved.

SECTION 2. Public Record. This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City of Forest Park.

SECTION 3. Authorization of Execution. The Mayor or her designee is hereby authorized to sign all documents necessary to effectuate this Resolution.

SECTION 4. Attestation. The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this ordinance, subject to approval as to form by the City Attorney.

SECTION 5. Effective Date. This Resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Forest Park as provided in the City Charter.

[SIGNATURES ON FOLLOWING PAGE]

SO RESOLVED this 3rd day of June, 2024.

Angelyne Butler, Mayor

ATTEST:

City Clerk (SEAL)

APPROVED AS TO FORM:

City Attorney

Alpharetta (Global)

900 Holcomb Woods Parkway

Roswell, GA 30076

7706434400

www.interdev.com

Item # 5.

INTERDEV

IT | Security | GIS

We have prepared a quote for you

Rebuild Active Directory and Backup Servers

QUOTE # 007194 V1

PREPARED FOR

City of Forest Park, GA

PREPARED BY

Anika Inman

Page 72

Professional Services

Description	Price	Qty	Ext. Price
<p>Active Directory and Back Up Server Re-Build</p> <p>InterDev Engineers to:</p> <p>Rebuild Active Directory Servers</p> <ul style="list-style-type: none"> • Evaluate Domain Health • Provision 2 VMware guests VMs • Install Windows server standard 2022 on the guest VMs • Migrate Domain Services to New Domain Controllers • Validate All Services are Functioning (QA) • Install Monitoring Software • Install Management Software • Install Security Software • Recreate all Service Accounts <p>Rebuild Back Up Servers</p> <ul style="list-style-type: none"> • Provision VMware Guest VMs • Install Windows server standard 2022 on the guest VMs • Install Monitoring Software • Install Management Software • Install Security Software • Install Back Up Software • Connect and Configure Servers to Storage • Validate All Services are Functioning (QA) <p>Project Manager to provide:</p> <ul style="list-style-type: none"> • Client Communication • Client Satisfaction • Timeline Management • Financial management • Scope management 	\$17,295.00	1	\$17,295.00
Subtotal:			\$17,295.00

Requirements and Assumptions

REQUIREMENTS

- Full backups of the Affected VMs will be verified prior to the start of work
- Required technical specifications (Storage, CPU and Memory) are available in the VMware Hosts for the Guest VM Builds
- Admin Accounts are provided to the engineers working on the project
- Remote access to the server environment is available and will be provided to InterDev Project Engineers (iDrac is functional and available)
- Access to the physical systems will be provided for InterDev Project Engineers
- Systems that cannot be interrupted have written documentation that will be provided to the InterDev project engineers
- System Names and/or IPs for impacted Servers are documented

ASSUMPTIONS

- The scope of this project includes the 2 Domain Controllers and 1 Server for the Police Department
- Interdev will do everything in its power to minimize outages
- Maintenance Windows are clearly communicated to Forest Park and InterDev project engineers
- An onsite resource is available as needed for questions
- If after hours work is required, the rate will be converted to an after hours rate of \$225/hour
- Service account password changes may cause interruptions to production services
- Affected applications that need password changes within the application will require 3rd party vendor support that is not included in this statement of work
- If Non-Domain functions are discovered on the domain controllers a Change Order will be requested to move the application to a new server and will be subject to additional fees

- Active Directory cleanup and optimization is not in scope
- Active Directory is in a healthy state (DCDiag results) if not healthy a Change Order will be requested to fix Active Directory

Terms and Conditions

Scope of Work:

InterDev agrees to provide services ("Services") to the Client as outlined in the Professional Services Section of this Services Order

Time and Materials Basis:

InterDev shall perform the Services on a time and materials basis. The Client shall pay InterDev for the actual time spent by InterDev personnel in performing the Services at the rates of \$145/hour and will be billed upon project completion.

Payment Structure:

Any additional services requested by the Client that fall outside the scope of this agreement will be subject to additional fees, which will be agreed upon by both parties in writing before the services are provided.

Payment Terms:

Payment is due 30 days from the date of the invoice.

Late payments may be subject to a late fee of five (5) percent per month, starting from the due date and may result in a suspension of services.

Change Orders:

Any changes to the scope of work must be documented in a change order. Additional fees resulting from approved change orders will be invoiced separately.

All incident response support and vulnerability remediation will require a change order or additional Statement of Work.

Non-Solicitation of Employees:

During the term of this Agreement and for a period of two (2) years after its termination or expiration, neither party shall directly or indirectly solicit, recruit, or hire any employees, contractors, or agents of the other party involved in the performance of this Agreement. For the purposes of this clause, "solicitation" includes but is not limited to: a. Initiating contact with employees of the other party for the purpose of offering employment or engagement. b. Inducing or attempting to induce employees of the other party to terminate their employment or engagement. c. Assisting others in soliciting, recruiting, or hiring employees of the other party.

In the event of a breach of this non-solicitation clause, the non-breaching party shall be entitled to seek injunctive relief and/or monetary damages, upto and including

Confidentiality:

Both parties agree to keep the terms and conditions of this payment structure confidential.

Limitation of Liability

In no event shall InterDev be liable to the Client or any other party for any special, exemplary, incidental or consequential damages, including but not limited to lost profits, whether arising out of contract, tort, and strict liability or otherwise.

Miscellaneous:

This Agreement constitutes the entire understanding and agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, whether written or oral, relating thereto. This Agreement will be governed by the laws of Georgia.

7706434400
ainman@interdev.com
www.interdev.com

Rebuild Active Directory and Backup Servers



Prepared by:
Alpharetta (Global)
Anika Inman
770-643-4400
Fax 6786721555
ainman@interdev.com

Prepared for:
City of Forest Park, GA
745 Forest Parkway
Forest Park, GA 30298
Ricky Clark

rclark@forestparkga.gov

Quote Information:
Quote #: 007194
Version: 1
Delivery Date: 05/21/2024
Expiration Date: 05/30/2024

Quote Summary

Description	Amount
Professional Services	\$17,295.00
Total:	\$17,295.00

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Alpharetta (Global)

City of Forest Park, GA

Signature: _____
Name: Anika Inman
Title: Business Development Account Executive
Date: 05/21/2024

Signature: _____
Name: Ricky Clark
Date: _____

File Attachments for Item:

6. Council Approval of a Task Order for Precision Planning Inc. to perform General Contractor Procurement and Contract Administration for the Rite Aid Renovation (Grapevine) Project-Planning and Community Development Department



CITY OF FORESTPARK

City Council Agenda Item

Subject: Council discussion to approve a Task Order for Precision Planning Inc. to perform General Contractor Procurement and Contract Administration for the Rite Aid Renovation (Grapevine) Project

Submitted By: James Shelby

Date Submitted: May 22, 2024

Work Session Date: June 3, 2024

Council Meeting Date: June 3, 2024

Background/History:

Precision Planning, Inc. (PPI) has completed the design and construction documents to renovate the existing Rite Aid building that will function as a business incubator. The staff is requesting to move forward with General Contractor Procurement and Contract Administration for the project.

The Scope of Work as outlined in the attached Task Order will include but not limited to assistance with issuing the project for public bid, answer bidder questions, attend pre-bid conference and bid opening, check references, and make a recommendation of award of contract.

Once the project begins PPI will oversee the construction of the project and conduct bi-weekly site visits during construction, including photographic field reports. PPI will review and certify General Contractor's pay applications and recommend Issuance of Certificate of Substantial Completion.

Cost: Procurement and Contract Administration \$77,715.00

Budgeted for: Yes No

Financial Impact: The project is funded from CDBG 325-51-4110-54-1201

Action Requested from Council: Approval of a Task Order for Precision Planning Inc. to perform General Contractor Procurement and Contract Administration for the Rite Aid Renovation (Grapevine) Project

RESOLUTION NO. 2024-_____

A RESOLUTION BY COUNCILMEMBERS KIMBERLY JAMES, DABOUZE ANTOINE, HECTOR GUTIERREZ, LATRESA AKINS-WELLS, AND ALLAN MEARS TO AUTHORIZE THE ISSUANCE OF A TASK ORDER TO PRECISION PLANNING INC. FOR THE GRAPEVINE PROJECT.

WHEREAS, the City of Forest Park (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with being fiscally responsible concerning the use and expenditure of all public funds; and

WHEREAS, Precision Planning, Inc. (“PPI”) has completed the design and construction documents to renovate the former Rite Aid building that will function as a business incubator (“Grapevine Project”); and

WHEREAS, City Staff is requesting that the City Council approve Task Order No. 2024.03b, under which PPI would provide procurement and contract administration for the Grapevine Project.

THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST PARK HEREBY RESOLVES:

SECTION 1. Approval. PPI’s Task Order No. 2024.03b for procurement and contract administration as presented to the Mayor and City Council on June 3, 2024 is hereby approved.

SECTION 2. Public Record. This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City of Forest Park.

SECTION 3. Authorization of Execution. The Mayor or her designee is hereby authorized to sign all documents necessary to effectuate this Resolution.

SECTION 4. Attestation. The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this ordinance, subject to approval as to form by the City Attorney.

SECTION 5. Effective Date. This Resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Forest Park as provided in the City Charter.

[SIGNATURES ON FOLLOWING PAGE]

SO RESOLVED this 3rd day of June, 2024.

Angelyne Butler, Mayor

ATTEST:

City Clerk (SEAL)

APPROVED AS TO FORM:

City Attorney

Task Order PPI 2024.03b



400 Pike Boulevard
Lawrenceville, GA 30046

To: CITY OF FOREST PARK
745 Forest Pkwy.
Forest Park, GA 30297

Date: May 7, 2024

Attn: Mr. James Shelby
Director of Planning, Building and Zoning

From: Precision Planning, Inc.

Project: RITE AID RENOVATION (GRAPEVINE)

Task Order No.: PPI 2024.03b

Project Understanding

Precision Planning, Inc. (PPI) previously completed Design and Construction Documents for the above referenced project. We understand that the City of Forest Park (Client) would like to move forward with General Contractor Procurement and Contract Administration for this project and is requesting services from PPI as outlined below.

Scope of Work

- I. Procurement and Contract Administration
 - A. Assistance with issuing the project for public bid, including answering bidder questions, attendance at a pre-bid conference, attending bid opening, checking references and making a recommendation of award of contract
 - B. Attendance at a pre-construction conference with the successful General Contractor
 - C. Attendance at monthly Owner/Architect/Contractor (OAC) meetings; five (5) meetings included; one (1) site visit and associated field report will be included with the OAC meeting each month
 - D. Bi-weekly site visits during construction, including photographic field reports; six (6) site visits are included, in addition to the OAC meetings/site visits indicate above
 - E. Review and certification of General Contractor’s pay applications
 - F. Review of General Contractor Requests for Information and Change Order Proposal Requests
 - G. Preparation of Change Orders as required
 - H. Submittal review (no more than two reviews of each submittal); twenty (20) total submittal reviews included
 - I. Reviews and responses to General Contractor’s Requests for Information (RFIs); twenty (20) responses included
 - J. Punch list site visit and report at substantial completion of the project; one (1) punch list visit included
 - K. Issuance of Certificate of Substantial Completion
 - L. Final site visit and punch list verification and recommendation of final payment
 - M. Closeout document submittal review; one (1) initial review and one (1) re-submittal review included

Compensation:

PPI proposes to provide the Scope of Services listed above for the following Not to Exceed (N.T.E.) Fees:

	<u>N.T.E. FEE</u>
I. Procurement and Contract Administration	\$76,215.00
<u>Reimbursable Expenses N.T.E.</u>	<u>\$1,500.00</u>
Total N.T.E. Fees:	\$77,715.00

PPI will invoice monthly based on actual man-hours according to the contracted Schedule of Hourly Rates, plus reimbursable expenses (printing and mileage).

Task Order PPI 2024.03b



400 Pike Boulevard
Lawrenceville, GA 30046

Additional Services:

The following are additional services which may be provided and may be invoiced according to the attached Schedule of Hourly Rates:

1. Additional meetings or site visits required or requested by the Client
2. Services required due to significant changes in the project including, but not limited to, size, quality, complexity or Client's schedule
3. LEED Certification services

Exclusions and Assumptions:

1. Re-zoning or special use permits
2. Environmental engineering, i.e., wetlands, Phase I audits, stream buffer variances
3. Geotechnical, special inspections or materials testing

AUTHORIZATION TO PROCEED – THIS TASK ORDER ONLY

Using Department

Authorized by: _____ Title: City of Forest Park City Manager
 Print Name: Ricky L. Clark, Jr. Date: _____

Approved for Funding

Authorized by: _____ Title: Director of Finance
 Print Name: _____ Date: _____
 Budget Line Item # _____ Project # _____

G:\DOCUMENT\24\A24-000\1502\Forest Park Standby Services\TO 2024.03b Rite Aid Renovation CA\TO No. 2024.03b Rite Aid (PPI).Docx